

Registration Procedures for 2012-13 Program

HCPS will open registration for our 2012-13 program in February 2012.

Registration forms are available on the information page of our website. As well, registrations will be accepted and information available at the HCL Family Day Event on Monday February 20, 2012.

Current students and incoming siblings will be given first priority and have until Friday February 17 2012 to confirm their spots.

Current Holyrood Community League members will then be given priority between February 20 – February 29, 2012, as long as their completed registration forms and \$25.00 *registration deposit checks are submitted within this time frame(**please indicate your 2011-12 HCL membership # on the front of your registration form**).

We will be implementing a draw system for the remaining available spots. In order to be included in the draw, completed registration forms along with a \$25.00 *registration check must be received by Wednesday February 29, 2012 (checks should be dated March 01, 2012). Once all spots are filled, the remaining registrations will be put on a waiting list.

Please note that you will need to provide a 2012-13 CL membership number(from your home community) at our August AGM to participate in our program.

****Registration Deposits are non-refundable but will only be cashed if you receive a spot in our program.***

An information/Meet our teacher night will be held on Thursday February 23,2012. Perspective families are invited to drop by between 7:00-8:30pm to have a chat with our teacher and get a general feel for our classroom space.

Parents can expect to be notified via email on or before Monday March 5, 2012 as to the status of their enrollment.

Please refer to our Enrollment Handbook located on our Information Page as a detailed guide to our playschool's operations.

The Family Day Event on Feb 20 and our Information Night on Feb 23 are great opportunities to hand in your registrations in person. If you cannot make those dates you can also drop off your completed registrations at the playschool during class time (MWF mornings 9am-11am) If you choose to mail in your form, keep in mind that registrations that arrive after Wednesday February 29 will **not** be included in our draw regardless of the postmark.

Any questions/concerns can be addressed to our playschool co-director Darcie Johnson at playschool@holyroodleague.org