

BLS Families and Friends,

Thank you for your interest in our programs. The Big Little School is fortunate to have teachers who maintain a high standard of commitment to all levels of child and family development and to the value of personal and professional growth. We recognize that these are traits vital to the success of our students, their families and to our programs.

If you have questions, do not hesitate to contact Lee Bramwell, BLS Executive Director by phone at 541- 683-2532, or by e-mail at [lee@thebiglittleschool.com](mailto:lee@thebiglittleschool.com). We look forward to assisting you.

#### REGISTRATION PROCESS

**Initial enrollment requests for the 2023-24 school year are due by 1:00 PM April 05, 2023**

Please mail your completed enrollment request and your enrollment fee to 1685 West 13<sup>th</sup> Ave. Eugene, OR. 97402

**YOU MUST INCLUDE AN ENROLLMENT FEE FOR EACH CHILD IN ORDER FOR YOUR REQUEST TO BE PROCESSED**

Big Little School enrollment requests are filled in three phases:

- Phase I            Currently Enrolled Families    (Those who currently attended our program)
- Phase II Returning Families                    (Those who have previously attended our program)
- Phase II Alumni Families                    (Those who attended BLS as a child and are returning to enroll their child)
- Phase II New Families                    (Families new to our program)

Big Little School enrollment points system for Current and Returning Families:

The Smith family- Child 1 attended the 2's, 3's and Pre K = 3 points. Child 2 attended the 2's = 1 point. Smith family total equals 4 points. Partial year enrollment will result in partial family points.

Big Little School Alumni:

A Parent who attended BLS receive 1 point when enrolling their child.

Big Little School enrollment for New Families:

Following enrollment of current, returning and alumni families, remaining spaces will be filled by lottery drawing. When we receive your enrollment request and enrollment fee(s) your request will be placed in a sealed security envelope. Requests will be addressed as they are drawn.

Families will be notified by email or mail of your placement in a class or on the waiting list. Requests that cannot be granted will be placed on a waiting list and enrollment fees will be returned to you by mail.

Enrollment requests received after **1:00 PM April 05, 2023** will be filled based on availability as they are received.

## **The Big Little School Registration Information**

Enrollment in BLS classes is considered a school year long commitment. If it is necessary to withdraw from our program prior to the end of the year, two weeks written notice is required. Upon receipt of that notice, tuition will be prorated.

Tuition is due monthly September – June.

\$50 of your total registration fee is refundable if registration is canceled prior to June 1st. Registration fees are non-refundable after May 31st.

Pre-registration is granted to current BLS staff members who are returning to teach during the upcoming school year and to current members of the BLS Board of Directors who have served as Board members for one or more years and who will be continuing to serve as Board members. Pre -registration is available for up to 4 qualifying ECCARES students.

The Big Little School uses the child's age on September 1st to determine class placement.

### **REGISTRATION PROCESS**

**Currently Enrolled Families** Student enrollment requests made by currently enrolled families will be filled first. Enrollment points will be assigned to your request and spaces will be filled accordingly. An example of enrollment points, Smith family- Child 1 attended the 2's, 3's and Pre K = 3 points. Child 2 attended the 2's = 1 point. Smith family total is 4 points.

**Returning Families** Following enrollment of current families, requests by returning family will be addressed. Enrollment points will be assigned to your request. An example of enrollment points, Jones family- Child 1 attended the 2's, 3's and Pre K = 3 points. Child 2 is ready for the 2's. Jones family total is 3 points.

**BLS Alumni** returning to enroll a child will receive 1point.

**New Families** Following enrollment of current and returning families, remaining spaces will be filled by lottery drawing. Requests that cannot be granted will be placed on a waiting list for that space and enrollment fees will be returned to you by mail. You will be notified by mail of your placement in a class or on the waiting list.

Parent Handbooks will be mailed to enrolling families in your back to school information packets mailed by August.

Completed forms & enrollment fee may be placed in the BLS mailbox or mailed to:  
The Big Little School, 1685 West 13th Ave. Eugene, OR. 97402

Please contact us if you have any questions or would like to visit our school.

Lee Bramwell, Executive Director 541-683-2532 [lee@thebiglittleschool.com](mailto:lee@thebiglittleschool.com)

The Big Little School Registration 2023-2024

Enrollment forms and fees are due by **1:00 PM April 05, 2023**. Completed forms and enrollment fees may be mailed to The Big Little School, 1685 West 13<sup>th</sup> Ave. Eugene, Oregon 97402. Enrollment requests received after **1:00 PM April 05, 2023** will be filled based on availability as they are received.

**PLEASE PRINT CLEARLY**

Child's Name \_\_\_\_\_ Child goes by \_\_\_\_\_  
Birth Date \_\_\_\_\_ Age as of Sept. 1, 2023 \_\_\_\_\_ Male Female Gender Neutral Prefer to not respond

Parent(s) /Guardian(s) \_\_\_\_\_ Relationship to enrolling student \_\_\_\_\_  
Address \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
Primary E-mail \_\_\_\_\_

Parent(s) /Guardian(s) \_\_\_\_\_ Relationship to enrolling student \_\_\_\_\_  
Address \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
Primary E-mail \_\_\_\_\_

Are you a current BLS family? \_\_\_\_\_ Are you a returning BLS family? \_\_\_\_\_  
Who & when did your family member(s) attend? \_\_\_\_\_  
Names & ages of siblings \_\_\_\_\_  
Are you new to BLS? \_\_\_\_\_ How did you hear about us? \_\_\_\_\_

**INSTRUCTIONS FOR THE BACK OF THIS FORM**

**TO ENROLL YOUR CHILD IN OUR 2's & Young 3's Program:**

Your child must be 24 months or older by Sept. 1, 2023. Students may enroll in the M/W or T/TH class or M -TH. Students who are 3 years of age but not yet toilet trained may enroll in this class.

**TO ENROLL YOUR CHILD IN OUR 3's CLASS:**

Your child must be 3-4 years old or older by Sept. 1, 2023 and toilet trained.

**TO ENROLL YOUR CHILD IN OUR PRE-K CLASS:**

Your child must be 4-5 years old or older by Sept. 1, 2023 and toilet trained.

**TO ENROLL YOUR CHILD IN OUR TRANSITIONS & KINDERGARTEN CLASS:**

Your child must be 5 years old or older by December 1, 2023 and toilet trained.

PLEASE INCLUDE A CHECK FOR THE 2023-24 ENROLLMENT FEE OF \$190.00 (per student).

Make checks payable to The Big Little School.

\$50.00 of your enrollment fee is refundable if enrollment is canceled prior to June 1, 2023. Tuition is paid monthly September – June.

**PLEASE COMPLETE BOTH SIDES OF THIS FORM**

REQUEST THE CLASSES YOU WISH TO ENROLL YOUR CHILD IN FOR THE 2023-24 SCHOOL YEAR.

**2's & Young 3's Program** (to enroll in this class your child must be 2 years old by Sept. 1, 2023) Your child does NOT need to be toilet trained.

CHOICE	DAYS	TIME	COST PER MONTH	
_____	Monday/Wednesday	8:30 AM-12:45 PM	\$440.00 per month	Please provide a lunch for your child
_____	Tuesday/Thursday	8:30 AM-12:45 PM	\$440.00 per month	Please provide a lunch for your child
_____	Monday- Thursday	8:30 AM-12:45 PM	\$700.00 per month	Please provide a lunch for your child

**3's Program** (to enroll in this class your child must be 3 years old by Sept. 1, 2023) Your child MUST be toilet trained.

CHOICE	DAYS	TIME	COST PER MONTH	
_____	Monday- Thursday	8:30AM -12:45 PM	\$525.00 per month	Please provide a lunch for your child

**PRE-K CLASS** (to enroll in this class your child must be 4 years old by Sept. 1, 2023) Your child MUST be toilet trained.

CHOICE	DAYS	TIME	COST PER MONTH	
_____	Monday – Thursday	8:30AM -12:45 PM	\$550.00 per month	Please provide a lunch for your child

**TRANSITIONS & KINDERGARTEN CLASS** (to enroll in this class your child must be 5 years old by Dec 01, 2023) Your child MUST be toilet trained.

_____	Monday – Thursday	8:30 AM – 1:00 PM	\$565.00 per month	Please provide a lunch for your child
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Transitions & Kindergarten is a class designed to meet the needs of families who do not wish to enroll in full-day public school Kindergarten and for families with children turning 5 years of age shortly after the public school eligibility date. Please see the Director if you have questions regarding your child's placement.

**FUNTASTIC FRIDAY**

Offered 2-4 times monthly, not available all Fridays'. Availability will be based on staffing and enrollment. Please provide a lunch for your child.

\_\_\_\_\_ For 2's & Young 3's class students 8:30AM -12:45 PM \$125.00 per month. Toilet training is not required to enroll.

\_\_\_\_\_ For 3's class students and older 8:30AM -12:45 PM \$125.00 per month Toilet training is required to enroll.

YOU MUST INCLUDE YOUR ANNUAL ENROLLMENT FEE OF \$190.00 (per student) WITH THIS FORM.

CHECK NUMBER \_\_\_\_\_

AMOUNT \_\_\_\_\_

**PLEASE COMPLETE BOTH SIDES OF THIS FORM**