



St. Andrew Preschool
9203 S. University Blvd.
Highlands Ranch, CO 80130
(303) 794-0510

Registration Information for 2025-2026

St Andrew Preschool values your children and with your support, has built a loving community by providing an exceptional preschool experience in a Christian setting. St. Andrew Preschool is licensed by the State of Colorado and meets or exceeds all State standards. Our highly qualified staff focus on the development of the whole child and promote the intellectual, social, emotional, physical, and spiritual growth of all students in a safe and nurturing environment. We are also committed to low student/teacher ratios. We have 2 teachers in every classroom, no matter the age.

Our Core hours of operation will remain the same (9:30 AM – 2:30 PM). Before care is 8:00 AM to 9:15 AM and After Care is 2:30 PM to 4:00 PM, with a snack provided for both.

In order to continue offering this program, and pay for staff and continue to provide snacks, we need to increase the cost for before and after care. Before care will be \$14.00/day and After Care will be \$16.00/day.

In a mission to continue to improve St. Andrew Preschool and retain high quality staff, tuition will be increasing for the 2025-2026 school year (see below). Unfortunately, costs in every area of our program have increased and it is necessary that we raise the tuition 2.5% . This is necessary for the Preschool to maintain the high standard that you are accustomed to, maintaining our beautiful facility as well as keeping our high-quality staff. Please find some points below that support this increase:

Our staff:

- Trained and educated Director (holds an Early Childhood Master's Degree as well as 20 years working at the preschool)
- Assistant Director, who is Director qualified, with 16 years' experience in early childhood education.
- Dedicated long term, loving, and highly qualified teachers in a **very high** turnover market. Most of our staff have bachelor's degrees and/or have years of experience. We have many long-term teachers who continue with us each year and we want to be able to retain them.
- Each staff member completes continuing education throughout the school year in compliance with Colorado Licensing and to improve our rating within the Colorado Shine's system.

- Teachers are trained in higher level standards(i.e. all teachers are trained yearly in First Aid, CPR, standard precautions and most staff are trained in epi pen administration.) In addition, all of our teachers have been trained in the curriculums they use in the classroom.
- Preschool administration is consistently increasing teacher wages to retain the current staff and attract teachers to work here. There is a shortage of Early Childhood teachers in Colorado, and we need to be able to attract them with competitive salaries and some benefits.

Our learning environment consists of:

- Developmentally appropriate practices that are the best of early childhood standards.
 - The Toddlers use a curriculum call Frog Street that works on the development of the whole child. We want to continue to add to the curriculum.
 - The preschool uses a curriculum called *Get Set for School* which falls under Handwriting Without Tears, which many Elementary programs use around the preschool. We buy the green curriculum books for the children and materials to enhance it.
 - Well-designed Faith Based Curriculum aligned to St. Andrew UMC's Children's Ministry
 - Embedded Colorado Early Learning Standards into daily instruction
 - Whole child focus on character development
- Consistent environment with the same teachers which creates stability, builds strong relationships and is best practice that encourages learning
- A faith-based program aligns with St. Andrew UMC Children's ministry that is taught by an Early Childhood Education teacher, using a well-designed curriculum.
- A stand-alone music program that is an integral part of our curriculum. In addition, the preschool has an excellent Christmas and Spring program.
- Family engagement opportunities include parent/teacher conferences, Breakfast Buddies, Halloween Parades and concerts, Christmas and Spring program and daily and weekly communication from both teachers and administration.
- Nurse Consultants available.
- Consistent quality improvement.

Our additional benefits are:

- Quality, fresh and healthy snacks (coming from a carbohydrate centered snack diet, the Preschool program strives to provide healthy snacks from all food groups including proteins, fruits and vegetables and healthy carbohydrates) We are always open to parent suggestions.

- The Brightwheel app. We will continue to balance pictures and information sent home with teachers focused on the classroom and the learning. We will continue to improve teacher communication in regard to more personal information about your child
- Secure facility, with trained staff on lock down procedures. We have fish-eye cameras at each entrance to the program as well as state of the art cameras throughout the program.
- Multiple developmentally appropriate outdoor play areas.
- No requirement of “potty trained only children” - it is the belief of the Preschool that potty-training is a developmental skill that no child should be forced into in order to attend a preschool. St. Andrew staff are ready to support your child when they are ready.

Tuition for 2025-2026

| | |
|---|------------------------|
| * | 2 days a week \$430.00 |
| * | 3 days a week \$600.00 |
| * | 4 days a week \$720.00 |
| * | 5 days a week \$885.00 |

Since space is limited, current families and siblings, will get first priority. Registration for any unoccupied spots will be based on a first come, first serve basis when applications are returned. When classes are filled, children who have not received an assignment will automatically be placed on the waiting list and sent a waitlist letter via Brightwheel or Email. We will do all that we can to honor all needs and preferences.

The one-time non-refundable \$150.00 registration fee will be used toward processing your child’s application and will also contribute to our supply fees throughout the school year. We only charge the registration fee if we have space for your child.

St. Andrew Preschool Current families have priority registration for the 2025-2026 school year

December 16th-January 13th, 2023.

Waitlist Families - January 27th- February 3rd

Open to the Public - February 10th

All of us at St. Andrew Preschool are committed to honoring your trust and confidence in the preschool. We are already planning for the new school year and look forward to serving your family!

Best,



Erica Hoffmeister



St. Andrew Preschool
9203 S. University, Highlands Ranch, CO 80126
(303)794-0510
2025-2026 Registration Packet
Classes Begin Monday August 18th, 2025

| | | | |
|------------------------|---------------|-------------------------------|---------------------------------|
| Child's Name | Date of Birth | <input type="checkbox"/> Male | <input type="checkbox"/> Female |
| Parent/Guardian's Name | Home Phone | Cell Phone | |
| Parent/Guardian's Name | Home Phone | Cell Phone | |
| Street Address | City | Zip | |
| Email Address | Referred by? | | |

Please indicate your 1st and 2nd option.

Hours 9:30 a.m. to 2:30 p.m.

MONTHLY TUITION: 2 days = \$430.00 ; 3 days = \$600.00 ; 4 days = \$720.00 ; 5 days = \$885.00
Before Care: 8:00 AM-9:15 AM \$14.00 and **After Care:** 2:30 PM - 4:00 PM \$16.00 (includes Snack)
Before and After Care is optional and on a first come, first serve basis.

*****PLEASE CHECK YOUR CHILD'S BIRTHDATE AND SCHEDULE OPTION***:**

TODDLER OPTIONS

__ Birthdates: 04/2024-08/2024 (must be 1 and walking by 08/01/2024)
__ Birthdates: 12/2023-03/2024
__ Birthdates: 04/2023-11/2023

__ Tuesday/Thursday
__ Wednesday/Friday (Turtles Only)
__ Monday/Wednesday/Friday
__ Monday- Friday
__ Tuesday-Friday (Turtles only)

PRESCHOOL OPTIONS

__ Birthdates: 10/2022-03/2023
__ Birthdates: 06/2022-09/2022
__ Birthdates: 02/2022-05/2022
__ Birthdates: 10/2021-01/2022

__ Tuesday/Thursday
__ Monday/Wednesday/Friday
__ Monday-Friday

Pre-Kindergarten Options

(Must be 4 by October 1st, 2025)

__ Monday/Wednesday/Friday
__ Tuesday/Thursday
__ Monday-Thursday
__ Monday-Friday

Junior Kindergarten Option

(Must be eligible for Kindergarten by October 1st, 2025)

__ Monday-Friday

If your child is not placed in your 1st option, would you like:

__ child to be placed in 2nd option class (if room)

****Please note that if we do not get at least 5 students for a class, it may be necessary to cancel it.****

\$150.00 Non-Refundable Registration Fee due at enrollment. It will be charged through the Brightwheel app.

**St. Andrew Preschool
Program Options**

**Music Classes
Faith Based Lessons**

YOUNG TODDLERS (Two or Four Day Option)

April 2024-August 2024 (must be 1 and walking by August 1, 2025)

OLDER TODDLERS (Two, Three or Five Day Option)

December 2023-March 2024

April 2023-November 2023

Preschool (Two, Three or Five Day Option)

October 2022-March 2023

June 2022-September 2022 (must be 3 by October 1st, 2025)

February 2022-May 2022

October 2021-January 2022

Pre-K (Two, Three, Four or Five Day Option)

(Must be 4 by October 1st, 2025)

Junior Kindergarten – Monday to Friday

(Must be eligible for Kindergarten by October 1st, 2025)

Preschool Registration & Tuition Agreement

St. Andrew Preschool is a Christian preschool program licensed by the State of Colorado. St. Andrew Preschool helps children reach optimal growth in spiritual, social, emotional, cognitive and physical skills through a developmentally appropriate curriculum and activities.

I agree to the following:

- To pay the non-refundable registration/processing fee of \$150.00 per child at time of registration. Registration fee will only be charged if we have a spot for your child. No refunds will be given once enrolled in the program.
- St. Andrew Preschool uses an app called Mybrightwheel. Parents will agree to use the app to communicate with the teachers and administration and to pay their tuition.
- **Tuition rates:**
 - **2 days=\$ 430.00 monthly, 3 days=\$600.00 monthly, 4 days=\$720.00 monthly, 5 days= \$885.00 monthly (9:30 am to 2:30 pm)**
- Tuition is due by the 5th of the month (August 2025-May 2026) and no later than the 10th. If Tuition is paid after the 10th of the month, you will be assessed a \$30.00 late fee.
- I understand that if I want to dis-enroll my child from St. Andrew Preschool, I will inform the Director by email. If they dis-enroll in the middle of the month, I will not be reimbursed for days not used in the month but will not be charged for the next month.
- I understand that financial assistance forms are available upon request.

Parent or Guardian Signature

Date



St. Andrew Preschool
9203 S. University, Highlands Ranch, CO 80126
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2025/2026 Hospital Choice

Child's Name

Please indicate hospital of choice:

☐ Sky Ridge Medical Center
10101 Ridge Gate Parkway
Lone Tree, CO 80124
Phone: 720 225-1000

☐ Littleton Adventist Hospital
7700 S. Broadway
Littleton, CO 80122
Phone: 720 225-1000

☐ Children's Hospital Colorado

South Campus
1811 Plaza Drive
Highlands Ranch, CO 80129
Phone: 720 777-1234

☐ Swedish Medical Center
501 E. Hampden Avenue
Englewood, CO 80113
Phone: 303 788-5000

☐ Other:



2025-2026 CHILD MEDICAL INFORMATION
(To be filled out by parent/guardian)

Child's Name _____

Date of Birth _____

Specific health concerns:

Allergies: ☐ Yes ☐ No if yes, please specify: _____

Restrictions: ☐ Yes ☐ No if yes, please specify: _____

Operations/Serious Illnesses: ☐ Yes ☐ No if yes, please specify: _____

List any behavior or other special considerations:

Child's Dental Contact Information

Dentist Name or Practice _____

Phone # _____

Address _____

Health Insurance Coverage Information

Health Insurance? ☐ Yes ☐ No

Insurance Company: _____ Phone: _____

Policy Number: _____ Group Number: _____

If this information changes during the school year, I agree to inform St. Andrew Preschool of the change.

Parent/Guardian Signature _____

Date _____

_____ If you do not wish to provide full health insurance information, please initial here.

Authorization for Access to Child Health Information

I, the parent/guardian of _____ authorize the staff of St. Andrew Preschool to have access to my child's health information as provided (General Health Appraisal form, Immunization records, Health Insurance Coverage Information, specific health care plans). I understand that the records will be reviewed for completeness by office staff and the Preschool's nurse consultant and may be accessed other times through the school year on an individual, as needed basis. I also authorize contact with my child's physician via phone, fax or in writing as needed to continue medical care. Records are considered confidential material.

Parent Signature _____

Date _____



St. Andrew Preschool

2025-2026 CHILD INFORMATION RECORD

(To be filled out by parent/guardian)

Child Information

Child's Last Name Child's First Name Child's Nickname (if used)

Child's Birth date Gender Child's Home Language Child's Race/Ethnicity

Child Lives with Is there a court-ordered custody arrangement for this child? ☐ Yes ☐ No
(If yes, please provide a copy.)

Family Information

Parent or Guardian 1 Relationship to Child Email Address

Home Address City State Zip Code

Home Phone Work Phone Cell Phone

Occupation Employer

Employer Address City State Zip Code

Parent or Guardian 2 Relationship to Child Email Address

Home Address City State Zip Code

Home Phone Work Phone Cell Phone

Occupation Employer

Employer Address City State Zip Code

Contact Information**Local contact person (e.g. friend, neighbor or relative) if parent is unavailable:**

Please prioritize contacts in order of who should be called first.

****You must list at least one In State Emergency Contact other than parents/legal guardians****

| | |
|------|-----------------------|
| Name | Relationship to Child |
|------|-----------------------|

| | | | | |
|-------|---------|------|-------|----------|
| Phone | Address | City | State | Zip Code |
|-------|---------|------|-------|----------|

Permission to Pick up? ☐Yes ☐No

| | |
|------|-----------------------|
| Name | Relationship to Child |
|------|-----------------------|

| | | | | |
|-------|---------|------|-------|----------|
| Phone | Address | City | State | Zip Code |
|-------|---------|------|-------|----------|

Permission to Pick up? ☐Yes ☐No

| | |
|------|-----------------------|
| Name | Relationship to Child |
|------|-----------------------|

| | | | | |
|-------|---------|------|-------|----------|
| Phone | Address | City | State | Zip Code |
|-------|---------|------|-------|----------|

Permission to Pick up? ☐Yes ☐No**Medical Contact Information**

| | | |
|-------------------|---------------|-------|
| Child's Physician | Practice Name | Phone |
|-------------------|---------------|-------|

| | | | |
|---------------------|------|-------|----------|
| Physician's Address | City | State | Zip Code |
|---------------------|------|-------|----------|

Parent or Guardian Signature

Date



**St. Andrew Preschool
SUNSCREEN PERMISSION FORM
2025-2026**

Name of Child: _____

We want sunscreen to be applied to every student before they arrive at school at 9:30 a.m. St. Andrew Preschool staff will apply sunscreen for children who attended the before care and re-apply sunscreen for children who go outside after 11:00 a.m. Sunscreen will not be applied to any broken skin or if a skin reaction has been observed. Any skin reaction observed by staff will be reported promptly to the parent/guardian. If you do not wish to use the sunscreen provided by St. Andrew Preschool: Rocky Mountain Sunscreen KIDS SPF 50 (information below), it will be the parent's responsibility to provide sunscreen with a minimum SPF of 50. The sunscreen will be labeled with first and last name and left at school. Opting out of sunscreen application requires a note signed by your child's physician.

Special Instructions

☐ I do not wish to use the sunscreen St. Andrew Preschool provides and will provide sunscreen for my child. _____
Initials

Parent/Guardian Signature

Date



- **PABA-FREE SUN PROTECTION-** Our kids sunscreen lotion SPF 50 is PABA-free and Oxybenzone-free. It is safe for adults as well as children. Made with a specialized bonding base, it allows your skin to breathe and sweat, cooling off naturally during perspiration. Your young skiers, swimmers, athletes, and sport stars all need extra protection from the damaging rays of the sun.
- **FRAGRANCE FREE SUNSCREEN-** Our water resistant sunscreen for face sunscreen for women, men, and especially kids is a fragrance-free sunscreen with a non-greasy formula. It has no added perfumes, so it is perfect for those with sensitive skin or fragrance allergies.
- **TESTED & FORTIFIED-** Rocky Mountain sunscreens are dermatologist-tested and fortified with aloe and vitamin E to help protect and moisturize skin. They are FDA certified against UVB and UVA radiation, and a great choice for active kids who love to be outside. We do not use gluten, silicone, or nut oils in our sunscreen lotion. With over 25 years of experience, we are trusted sunscreen experts.
- **WATER-RESISTANT-** Our water resistant sunscreen gives up to 80 minutes of protection in water before needing to reapply it. Let them enjoy the beach or the pool, water sports, parks, and sprinklers. Just make sure to apply more after 80 minutes for maximum effectiveness.