

LLL Preschool Application 2009-2010

LLL Preschool does not discriminate in providing services to children and their families on the basis of race, religion, cultural heritage, political beliefs, national origin, marital status, sexual orientation or disability.

GENERAL INFORMATION (PLEASE PRINT CLEARLY)

Child's Name _____ D.O.B ___/___/___ Sex: (circle) M F

Address _____ City/State/Zip _____

Phone _____ Parents/Guardians _____

Email Address _____

Is child currently enrolled at LLL Preschool? (circle) Yes No

Were child's siblings enrolled at LLL Preschool? (circle) Yes No

If yes, please give enrollment dates _____

How did you hear about LLL? Please be specific if listing an advertising source. _____

CLASS CHOICES

Younger Classes (Ages: Must be 3 years by December 1st, 2009 to approx. 3 years, 9 months)

*Please indicate 1st and 2nd preference for class placement (see lottery procedure attached):

_____ Tuesday/Wednesday Mornings (8:45 – 11:15)

_____ Thursday/Friday Mornings (8:45 – 11:15)

_____ No preference – either Younger Class placement

Note: If no second choice is made, you will be placed on the wait list if your 1st choice is not available.

Older Classes (Ages: Must be 4 years by December 1st, 2009 to 5 years)

IMPORTANT note to parents of returning LLL students: Returning students (except children returning to an Older Class for a second year) are NOT guaranteed their 1st choice. For this reason it is imperative that you clearly state your 1st and 2nd preferences for class placement.

*Please indicate 1st and 2nd preference for class placement (see lottery procedure attached):

*See attachment for additional information about the older classes

_____ Mornings (8:45 – 11:15, 3 or 4 days per/week)

_____ Afternoons (12:00 – 2:30, 3 or 4 days per week)

_____ No preference – either Older Class Placement)

_____ Waiting List (see explanation under Lottery Procedures, Section 2; Class Preference)

If my child is offered a position, I am interested in the following days (please note: your preference of days/number of days will not affect the odds of your child receiving a position):

_____ Tuesday, Thursday, and Friday (three days)

_____ Wednesday, Thursday, and Friday (three days)

_____ Tuesday through Friday (four days)

Comments: _____

PLEASE SEND APPLICATION AND \$45.00 APPLICATION FEE TO THE REGISTRAR:

Kristine Broderick * 60 Wildwood Road * Andover, MA 01810

LLL Preschool Application Information

To Prospective Families:

November 2008

Thank you for your interest in LLL Preschool. The following letter will provide you with information regarding the application process.

Due Date: The application must be returned to the Registrar no later than January 16, 2009.

Fee: A NON-REFUNDABLE application fee of \$45 must accompany the application by the date given above. Checks should be made payable to LLL Preschool.

Lottery: The lottery will be held on January 20, 2009.

Please review the enclosed lottery fact sheet, which includes the explanation of LLL's lottery process, by which each child's placement in a class is determined.

Age requirement: The age requirements are:

For the Younger Class: Child must be 3 years old by December 1st 2009.

For the Older Class: Child must be 4 years old by December 1st 2009.

Tuition: Tuition is determined on an annual basis. This year's fees are as follows:

2 days/week	\$2,142/year
3 days/week	\$2,538/year
4 days/week	\$2,970/year

Payment: Tuition payments are made quarterly based on the following schedule:

Payment Dates	2 Days	3 Days	4 Days
May 15 th (Deposit)*	\$238	\$282	\$330
September 1 st	\$714	\$846	\$990
December 1 st	\$714	\$846	\$990
March 1 st	\$476	\$564	\$660

* The deposit serves as tuition payment for May 2010.

Program Hours: LLL Preschool is not open on Mondays.

	Younger Classes	Older Classes
Age:	2.9 years – 3.9 years	3.9 years – 5 years
Hours:	2 mornings/week (Tues/Wed or Thu/Fri) 8:45 am – 11:15 am	3 or 4 mornings or afternoons/week (Tuesday - Friday) 8:45 am – 11:15 am - or - 12:00 Noon – 2:30 pm
Student/Teacher Ratio:	14:3	Morning: 19:3 Afternoon: 21:4

Current Openings: LLL currently has 28 total openings for the YOUNGER classes, 19 openings for the OLDER morning class, and 21 openings for the OLDER afternoon class.

Notification: All applicants will be notified by mail regarding placement status immediately following the lottery. A non-refundable deposit, equal to one-month's tuition, will be required to secure your child's spot upon acceptance. The deposit is due to the Registrar by February 6, 2009.

Website: Please visit our website, www.LLLPreschool.com for further information about our programs.

Thank you for your interest in LLL Preschool! Please feel free to contact us for additional information. Linda Torrasi, the Program Director, can be reached at 978-475-7722 and Kristine Broderick, Registrar, can be reached at 978-749-9729.

LLL Preschool Lottery Procedures

1. Applications are Sent Out as Follows:

- New students and siblings of former students: An application can be downloaded from our website, www.lllpreschool.com, after 11/13/2008 or by contacting the school directly.
- Returning students: Students who are interested in returning to LLL for a 2nd or 3rd year must go through the application and lottery procedures.
 - Note to Returning Students: Students who wish to return for a 2nd or 3rd year MUST complete the application and pay the designated application fee.

2. Class Preference - On the application, parents will be asked to indicate their 1st and 2nd preferences for class placement. Please see the attachment for additional information about the older classes.

1st Choice options are as follows:

- Older Class: AM or PM / or No Preference
- Younger Class: T/W or TH/F or No Preference

2nd Choice options are as follows:

- Other Older/Younger class or place on the wait list.

- There is a “comment” space on the application that may be used to indicate a specific request, such as “must be with child x”. The comment section on the application will allow you to clarify placement choices and any issues. If you would like your child to be placed with another child, you can use this space to agree to an alternate class placement if both do not get into their first choice. This would allow the lottery team to make decisions during the process itself, and not have to make phone calls and force people to make decisions under pressure.
- Parents of children who are applying for the OLDER CLASS and who have chosen the MORNING class as their 1st preference should be aware that the OLDER MORNING class is historically a highly desirable class, and that there is usually little movement once it is full. It is imperative that a second preference is noted on the application. If, when your child’s name is pulled during the lottery process, a space in the OLDER MORNING is not available and you choose the waiting list as your second preference, you will only be on the waiting list for the MORNING class. Your child will not have or be offered a spot in the AFTERNOON class should a spot become available.

3. Prioritization - Applications for the OLDER class that are received by the designated due date are prioritized as follows:

- Priority #1 → Students returning to the OLDER class for a second year
- Priority #2 → 2nd year returning students and siblings of current or prior students
- Priority #3 → New students

Applications for the YOUNGER class that are received by the designated due date are prioritized as follows:

Priority #1 →
Priority #2 →

Siblings of current or prior students
New students

4. Siblings Attending Together

- A family who wishes to send two or more children to LLL at the same time will be given special considerations, namely, the children will be guaranteed placement in the program during the same time session (e.g.: all attending in the morning)
- This consideration does not guarantee placement in the class of the parent's first choice. Twins, etc. will enter the lottery on a single slip of paper if parents wish them to attend at the same time. We cannot extend this guarantee to children who apply to LLL after the class has been established.
- Students who choose to return to the older class for a second year may choose the class of their choice, not just automatically return to the class they attended.

5. Lottery process

- The lottery is conducted by the following: LLL Director, parent administrative board chairperson, vice chairperson and registrar. Class placements are determined by the above priorities, by the order in which each child's name is "pulled from the hat", and by gender. (LLL attempts to achieve a 50/50 boy to girl ratio in its classes.)
- Notification of placement status is mailed to all participants.

6. Change of Class Status

- Any request for a change in a student's class, such as adding on a day or switching from one set of days to another, must be presented to the registrar. No changes in class status may take place on an informal basis between parents.

7. Waiting List:

- Students who have accepted a placement in one class may not be on a waiting list for an alternate class.
- LLL attempts to achieve a 50/50 boy to girl ratio in its classes. The waiting list for each class is divided by gender and, when possible, openings that occur are filled by a same gender child to achieve the 50/50 ratio.
- Names added to the waiting list after the lottery is conducted are done so on a first-served basis with no priority status applied.
- An applicant to LLL may be placed on the waiting list in one of three ways:
 1. In the event that the child's first choice class gets filled during the lottery drawing and the waiting list option was selected as a second choice.
 2. If drawn in the lottery after 1st and 2nd choice classes are filled. Applicants drawn in the lottery after the classes are filled will be placed on the waiting list in the exact order drawn for the class of their choice as originally indicated in the application.
 3. Applicants who contact the school after the lottery has been conducted will be placed on the waiting list for the class of their choice in the order received by the registrar.

LLL Preschool Information on the Older Class

In order to help you to decide between our morning and afternoon classes for older children (3.9 – 5 years), we have included the following information:

A.M. Older Class

- 19 students; 3 teachers
- rotation through the classrooms, using two rooms at a time
- Lunch Bunch times: 11:15 A.M. – 12:45 P.M. at \$19/day

P.M. Older Class

- 21 students; 4 teachers
- use of all four classrooms simultaneously
- Lunch Bunch times: 11:15 A.M. – 12:00 Noon at \$9.50/day