

# Brighton Cooperative Preschool

## 2023/2024 Enrollment Application Form

Child's Full Name: \_\_\_\_\_ Age (as of Feb 1, 2024) \_\_\_\_\_

Child's Gender: \_\_\_\_\_ Birthday \_\_\_\_\_ Nickname: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Father's Name \_\_\_\_\_

Child's Home Address: \_\_\_\_\_

Mother's Phone: \_\_\_\_\_ Father's Phone: \_\_\_\_\_

Mother's Email: \_\_\_\_\_ Father's Email: \_\_\_\_\_

Please list any allergies your child may have: \_\_\_\_\_

How did you hear about Brighton Cooperative Preschool? \_\_\_\_\_

To secure your child's class placement at Brighton Cooperative Preschool for 2024 Parent-Tot Class please return this form and the signed articles of agreement along with a NON-REFUNDABLE \$30 enrollment supply fee to:

Brighton Cooperative Preschool  
P.O. Box 534  
Brighton, Michigan 48116

To be completed by BCP:      Date Registration Received: \_\_\_\_\_ Check #: \_\_\_\_\_ Cash: \_\_\_\_\_



## Articles of Agreement

1. Brighton Cooperative Preschool (BCP) members are governed by the policies and regulations set forth by the Constitution and By Laws. All parents and guardians of enrolled students are required to read the BCP Handbook including the Constitution, Bylaws, Illness Policy and Emergency Procedures.
2. A NON-REFUNDABLE enrollment supply fee of \$30 will be collected at time of enrollment. This enrollment supply fee is used for, educational resources, classroom supplies such as crayons, markers, play doh, shaving cream, stickers, craft sticks, pipe cleaners, paper, glue, paint, paint brushes, beads, and other miscellaneous craft supplies. It will also help with building supplies such as toilet paper, paper towels, tissues, cleaning products, garbage bags, food handling gloves and paper plates. A small portion of funds collected may also assist BCP with administrative costs associated with enrollment such as AT&T phone bill, website, accountant fees, paper and printer ink, and teacher's administrative hourly pay for new family tours, phone calls, and classroom organization and set-up.
3. BCP follows the Brighton Area School's yearly calendar. In the event of a Brighton Area School's closing due to inclement weather, BCP will also close.
4. BCP follows all health and safety protocols set in place by Livingston County Health Department.
5. Each child is required to attend with their parent or caregiver for the duration of the class.
6. All parents and caregivers will be subject to a sex offender screening via the Michigan State Police website. Enrollment in class is dependent on background check results.
7. Each family is responsible to provide a healthy snack for their child for each class day. Food and snacks will only be allowed during the designated snack time, with the exception of siblings under 12 months of age.
8. The parent and caregivers are required to clean up after their child, including during play, snack and toileting needs.
9. Tuition shall be paid in full prior to the first day of class and must be paid to retain enrollment. This is payable by check or money order made out to Brighton Cooperative Preschool.
10. Enrollment at the preschool shall be for the entire 10 week period. If a student must withdraw from the school, a two-week notice must be given to the membership chairperson and all financial obligations must be paid prior to withdrawal. The tuition is non-refundable.
11. In the event that a class does not meet the minimum enrollment, the preschool reserves the right to cancel that class.
12. BCP, at the discretion of the Executive Board, has the authority to request the withdrawal of any student. Withdrawal of the student may be requested if the child or caregiver causes significant disruption of the class and learning environment.

# Brighton Cooperative Preschool

- 13. The teacher at BCP is a mandatory reporter, and legally required to report observed or suspected abuse or neglect. Families will be notified if a report of neglect or abuse is made.
- 14. For the privacy of our students no photos or videos will be permitted during the Parent-Tot class. This also optimizes parent and child engagement in the class activities.

I, \_\_\_\_\_, parent or guardian of \_\_\_\_\_  
(parent/guardian's printed name) (child's printed name)

have read the above articles of agreement and agree to abide by the aforementioned statements.

\_\_\_\_\_  
(parent/guardian's signature)

\_\_\_\_\_  
(date)