

Enrollment Checklist for POP Kids School

_____ I am enclosing the required paperwork/payment to confirm my child's placement at POP Kids School for the 2021-22 school year.

_____ I have made other arrangements and my child will not be attending POP Kids School for the 2021-22 school year. Name _____

In order to reserve your child's placement at POP Kids School, the following items must be returned by

Wednesday, May 26th, 2021:

_____ May 2021 tuition payment (see included schedule of fees) – **non-refundable; receipt ensures your child's placement.** **If pre-paying full year, please include snack fee (see included schedule of fees).

_____ Child Enrollment and Health Information (yellow form)

_____ POP Kids Family Information (pink form)

_____ POP Kids Permission (blue form)

_____ Extended Day application (purple form) – you will be notified in Aug. if your child gets in. Payment will be due with October tuition.

_____ **If your child has an allergy that will require medication be kept at school, please contact the office for additional required forms.

- Forms may be dropped off anytime. Our office hours are Mon & Fri 9:00 – 12:00 or Tues/Wed/Thurs 9:00 – 3:00 until May 21st. A secure lockbox is located by the school entrance if we are not in the office. We will also be in the office on Wednesday, May 26th from 9:00am –12:00pm. If you prefer to mail your paperwork, our address is:

POP Kids School
101 S. Lebanon Rd.
Loveland, OH 45140

If you have any questions, please call the school at 513-683-1600 or email popkids@popkidsschool.com

****PLEASE RETURN THIS CHECKLIST WITH PAPERWORK****



----- Keep for future reference -----

Due September 13 (or your 1st day of school):

_____ September tuition payment (see included schedule of fees). *If interested in setting up recurring electronic bank payments, please see our website (www.popkidsschool.com) under "More". There is a fee for this service.

_____ Snack Fee (see included schedule of fees)

_____ Child Medical Statement and immunization record (green form) – must be signed and dated by your child's physician and is only valid for 13 months from the child's exam date.

