



Application Process for Preschool (CDC/VPK)

Dr. Sharlene Barhoo, School Administrator

950 Derbyshire Road ~ Daytona Beach, FL 32117 ~ (386) 258-1258

STEP 1: Tour of School

Come and see for yourself what our Preschool can offer. Schedule a tour with us at your preferred time.

STEP 2: Application

Turn in the following to the Administration Office:

_____ Completed Registration/Application form or Re-enrollment Form

_____ Complete emergency contact sheet

_____ **Pay Registration Fee (non-refundable)**

Please note that the Office must receive the above information before the family conference is scheduled.

STEP 2: Conference

Upon receiving all of the above information, you will receive a call from our office giving you all of the financial information. The purpose of this phone call is to make you aware of the tuition fees and payment options. It will also explain financial aid that is available and how to apply for the aid if you have not already done so.

STEP 3: Admission Interview

After the application and other documents have been reviewed, the office will schedule an appointment for you to meet with the School Administrator. At the interview, additional testing may be necessary. The purpose of this face to face meeting is to make sure your child is a good fit for our school and that our school is a good fit for your child. In addition, we will discuss school policies, procedures, and expectations. Our goal is to help each child to become successful.

STEP 4: Acceptance & Enrollment

Upon acceptance to Living Faith Academy, the following information must be completed and received by the our office before the first day of your child's enrollment.

_____ Birth Certificate

_____ Social Security Card

_____ Medical Examination (on yellow, DH 3040 available from doctor or clinic)

_____ Immunization Records (must be on blue, DH 680)

_____ Complete Registration Form or Re-enrollment Form

- _____ Child Abuse Policy Acknowledgement
- _____ Discipline Policy Acknowledgement
- _____ Read and sign Student/Parent Handbook
- _____ Photo/Video/Audio Release Form
- _____ Medical/Emergency Treatment and Transportation Waiver of Liability
- _____ Payment, if applicable

Age of Entrance:

For CDC, child must be two or older

For VPK, child must be four or older on or before September 1st

****There are no exceptions to this requirement!****

Immunizations:

Florida law requires that every student have on file at the school a DH 680 Certificate of Immunization.

This must be in compliance with the following:

DTP—5 doses required unless the 4th primary dose is administered on or after the 4th birthday.

Polio—4 doses unless the 3th primary dose is administered on or after the 4th birthday.

MMR—2 doses required at 12 months of age or older

Measles: 1 dose at 12 months of age or older

Mumps: 1 dose at 12 months of age or older

Rubella: 1 dose at 12 months of age or older

DH 680 must have Part A, Part B, or Part C completed and signed by a Florida physician before a child can enter school.

If you have any questions, please feel free to contact the school office at (386) 258-1258 ext. 13

We look forward to serving you!!!