

## Preschool Enrollment Process

Students wishing to enroll in the morning 3 year old class must be 3 by July 31.

Students wishing to enroll in the afternoon 4 year old class must be 4 by July 31.

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### ***Please review the enrollment process for Giltner Public School Preschool***

- 1 Enrollment opens November 1st and the deadline is February 1st
  - A Enrollment forms can be acquired at:
    - 1) Giltner Public School Office
    - 2) Giltner Public School website: <https://www.giltner.k12.ne.us/>
    - 3) Emailed to you by contacting Giltner Public School at 402-849-2238
- 2 As the forms come in, we will date and number them in the order they are received.
- 3 Nineteen (19) spots will be filled in this order:
  - A First - Current 3 year olds will automatically be added to the 4 year old list unless otherwise notified.
  - B Second - Students of staff at Giltner Public School and Little Stingers Daycare
  - C Third - Students who reside within the Giltner Public School District
  - D Fourth - Students who reside outside of the Giltner Public School District

*NOTE: If a student requires a spot and falls under options A and B, we will not remove a student to accommodate someone.*

- 4 You will be notified by February 15th if you are selected.
  - A If your student is not selected:
    - 1) the student's name will go on a waitlist
    - 2) when spots open up, we will contact the next name on the waitlist

*NOTE: You will have 24 hours to decide if you accept*

If you are currently enrolled in the 3 year old class, you have until January 15th to tell us if you are going to be coming back for the 4 year old class.

- 6 The following forms must be submitted immediately upon acceptance:
  - A Birth Certificate
  - B Immunization Records
  - C Health Information Sheet

*Questions? Please contact: Heidi Farrall, Administrative Assistant, 402-849-2238 or [hfarrall@giltnerschool.us](mailto:hfarrall@giltnerschool.us)*