

St. Mark's Preschool 2025-2026
1 East Haddon Avenue
Oaklyn, NJ 08107
Registration Form

All information will be kept confidential. Please print or type the necessary information requested below. To be fully registered, you must submit a nonrefundable/non-transferable registration fee of \$65/1 child, \$110/2 children, \$150/3 children or more. Please mail, drop off or email this form to: msamyhatcher@stmarksoaklyn.com or msamyhatcher.stmarksoaklyn@gmail.com. We will bill the registration fee through Brightwheel or you may submit cash.

Child's Name: _____ DOB: _____

Age: _____ Gender: _____

Parent 1: _____ Cell # _____

Parent 2: _____ Cell # _____

Siblings: _____ Ages: _____

Address: _____ City: _____ Zip: _____

Parent 1's Employer: _____ # _____ Ext: _____

Parent 2's Employer: _____ # _____ Ext: _____

Parent 1's Email: _____ Parent 2's Email: _____

Primary Email: Parent 1 or Parent 2

Person to be notified in case of emergency (in the event that the parents cannot be reached).

1. _____ Relationship: _____ # _____

2. _____ Relationship: _____ # _____



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Pediatrician (Name & Phone #): _____

Physical limitations and/or allergies; existing illnesses and/or medication prescribed for continuous use: _____

If your child requires use of an EPI Pen, the parents must supply St. Mark's a pen to retain at the facility.

Please check and sign below:

I authorize my child to be taken by ambulance to the nearest hospital in case of emergency.

I prefer _____ Hospital. _____

Signature

I give permission for my child to participate in walking trips that the class may take during the year: _____ Date: _____

Signature

If you have authorized other person to pick up your child, please provide their names and phone numbers in our Brightwheel system. Names should match their official ID. Also please add a clear photo of the person so that we can verify with their ID.

I understand and will update Brightwheel with the required information.

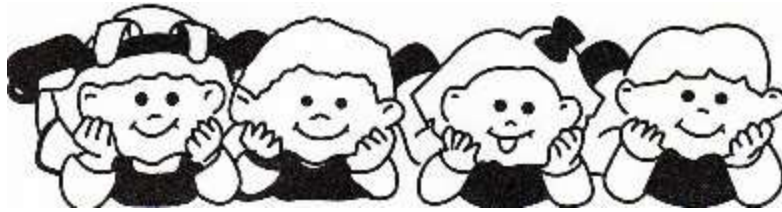
_____ Date: _____

Signature

I would like my child to take part in any planned Christian activities: Yes No

I have no objection to the use of photographs of my child for educational and/or promotional purposes.

I object to the use of photographs of my child for educational and/or promotional purposes.



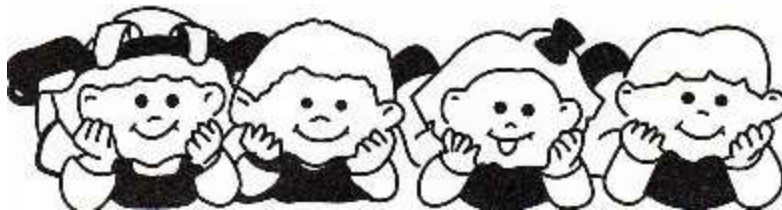
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If using our Daycare services please complete:

The State requires 45 minutes of quiet time; then the children who are not napping will be given quiet activities while the other children rest.

Does your child have any special dietary or allergy restrictions that we need to be aware of? If yes, please elaborate:

Please use this space to provide information which the staff should be aware of for your child's welfare:



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Daycare runs from 7:30am-8:30am and 11:30am-6:00pm. To be enrolled in daycare your child must be registered in the Nursery School Program.

Due to the COVID restrictions, we cannot accept children that are not registered for specific days.

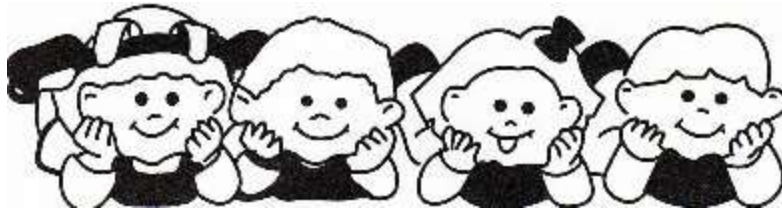
Please see Last Page for pricing details.

Class Enrolling

Lambs (2 ½ turning 3) 8:30 AM - 11:30 AM	Bunny (3 turning 4) 8:30 AM -11:30 AM	Bear (4 turning 5) 8:45 AM -11:45 AM
<input type="checkbox"/> 5 days <input type="checkbox"/> 4 days <input type="checkbox"/> 3 days	<input type="checkbox"/> 5 days <input type="checkbox"/> 4 days <input type="checkbox"/> 3 days	<input type="checkbox"/> 5 days <input type="checkbox"/> 4 days <input type="checkbox"/> 3 days
Please List Preferred Days Below: <input type="checkbox"/> Include Daycare till 1pm <input type="checkbox"/> Include Daycare till 4 pm <input type="checkbox"/> Include Daycare till 6pm <input type="checkbox"/> No Daycare required	Please List Preferred Days Below: <input type="checkbox"/> Include Daycare till 1pm <input type="checkbox"/> Include Daycare till 4 pm <input type="checkbox"/> Include Daycare till 6pm <input type="checkbox"/> No Daycare required	Please List Preferred Days Below: <input type="checkbox"/> Include Daycare till 1pm <input type="checkbox"/> Include Daycare till 4 pm <input type="checkbox"/> Include Daycare till 6pm <input type="checkbox"/> No Daycare required

Please Note any Special Request for Days or Other Needs:

If your child stays for daycare until 1:00, please pack lunch with a water bottle (labeled with their name). If your child stays for nap, please pack a fitted crib sheet with a blanket. These items should be in a zipped bag with their name labeled on it.



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I understand that it is mandated that I hand in my child's current Shot Records, Universal Health Form, and any additional documents by the end of the first month of school.

Failure to do so may result in expulsion.

Signature: _____

Spots will be filled on a first come first serve basis provided we receive a fully completed registration form along with the registration payment.

For office Usage

Date registration was received: _____

received:

Shot Records _____ Scanned into BrightWheel: _____

Flu Shot Date _____ Entered into BrightWheel _____

UHR _____ Scanned into BrightWheel: _____

Policy signature _____ Scanned into BrightWheel: _____

Other Documents _____ Scanned into BrightWheel: _____



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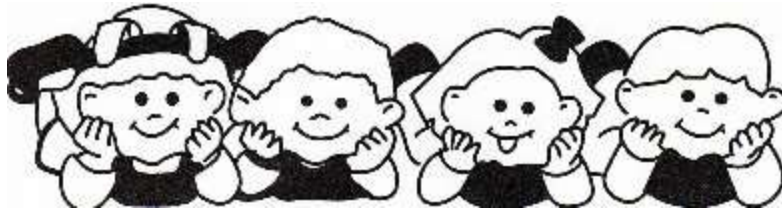
Please detach and keep the following information for your reference.

- Please carefully read and become familiar with the Parent Handbook and policies of the school. We take this very seriously.
- We use a system called [Brightwheel](#), please make sure you sign up for your account once you receive the invite.
- For security reasons only, St. Mark's must have a clear photo of each parent in their Brightwheel Profile. Please also make sure we have a clear photo of your child and any Approved Pick up person in your child's profile. When Approved Pickups happen, we will request and ID check against what we have in Brightwheel.
- Please make sure your Brightwheel profile is current with contact information. i.e. mobile phone, email address etc. As well as medical information, any changes to the people permitted to pick up your child must be reported ASAP to your child's teacher and school director as well as updated in BrightWheel.
- Please check your child's backpack each school day for updated important information
- Each Teacher has an email address that you will get at the start of school year.
- School closing will be announced through Brightwheel. Delayed openings and closures are at our discretion.
- Main office #: 856-854-5910. Team of Directors are:

Ms Amy H msamyhatcher@stmarksoaklyn.com or
msamyhatcher.stmarksoaklyn@gmail.com

Ms Costigan mscostigan@stmarksoaklyn.com

- All documents shot records and Universal Health record must be handed in by the end of the first month of school, to be considered fully registered.
- Please make sure all water bottles, jackets, backpacks, lunchboxes, etc. are labeled with your child's name on it.
- If your child does not attend school during nursery school hours, they are not permitted to attend daycare that day.
- Your child is considered absent for the day if they arrive after 9:00 am, unless director is contacted and approved.



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Pricing:

Nursery School tuition (paid monthly) is due by the last day of the prior month as we bill ahead and is considered late by the 10th. Late charges are \$10 per month. If your child is dropped off early (before 8:30a for Lambs and Bunnies classes, 8:45a for Bears class), there will be a \$5 charge (this does not apply to children staying for afternoon daycare). Daycare fees are invoiced weekly and due by the Friday of the following week, unless otherwise noted. **Due to the cost of the minimum wage increase and fees accrued from online payments, prices will be increased to reflect this.**

Nursery School Tuition			
Program Hours	# of Days	Monthly	Annual - Paid in full upfront - 2% discount
Nursery School	5	\$300.00	\$2,646.00
Nursery School	4	\$260.00	\$2,293.20
Nursery School	3	\$200.00	\$1,764.00
DayCare - until 1:00	Due Weekly	\$25.00/daily	
DayCare – until 4:00	Due Weekly	\$33.00/daily	
DayCare - until 6:00	Due Weekly	\$40.00/daily	