



Green's Farms Nursery School

THE APPLICATION AND PLACEMENT PROCESS FOR 2012-2013

This will describe the timetable and process concerning applications for the 2012-2013 school year and how placements will be determined.

Applications

Applications are available in the GFNS Office or on the website. Applications and application fees must be submitted through the U. S. Mail, as the postmark date on the envelope will determine the order in which applications will be processed for placement. The initial placement process for applications for children who have attended (or whose siblings have attended) GFNS will begin on Wednesday, November 16 with postmarks dated on or before Monday, November 14 processed first. Applications received subsequently will be processed on a day-by-day basis through Tuesday, November 22. Thereafter, we will process applications for children of families new to GFNS, beginning Wednesday, November 30 with applications postmarked on or before, Monday, November 28.

Placement

Applications bearing the same postmark date will be processed according to a point system. Each child will earn one point for each year he/she has attended GFNS. In addition, each child will receive **one additional point** for any sibling who is currently enrolled in or has attended the GFNS Threes or Fours programs. If a child of a Green's Farms Church member has the same postmark date and the same points as the child of a non-GFC member, the church member's child will be placed first.

Placement Sequence:

1. Children with 4 points
2. Children with 3 points
3. Children with 2 points
4. Children with 1 point
5. Children of a Green's Farms Church member not included in categories 1-4
6. All other new applicants

Within each grouping, children will be placed on a First Come, First Served basis*. If, at any point, the number of applications exceeds the number of class spaces still available, the unplaced applicants will be placed through a lottery.

Threes Placement Process:

GFNS has a licensed capacity for 48 three year olds or 16 children in the classroom at one time.

Fours Placement Process:

GFNS has a licensed capacity for 43 four year olds or 15 children in Classroom A and 14 children in Classroom B at one time.

Please feel free to contact the office if you have any questions: 203-227-9363