



Contact and Location Information

Category	Details
Physical Address	15400 Greenwich Church Way, Nokesville, Virginia 20181
Mailing Address	15305 Vint Hill Road, Nokesville, Virginia 20181
Phone	(703) 754-7933 ext. 210
Website	www.greenwichpres.org

Classes Offered (Ages 3–5)

All classes are Morning (AM) sessions from 9:00 AM to 12:00 PM.

3 Year Olds:

- Monday, Wednesday, Friday (Three Days)
- Tuesday, Thursday (Two Days)

4–5 Year Olds:

- Monday through Friday (Five Days)
- Tuesday, Wednesday, Thursday (Three Days)

Ages Accepted

- Children must be 3 (by Sept. 30) –5 years old to enroll.

Required Enrollment Documents

The following documents must be submitted for registration:

*Immunization Record

*VA School Entrance Health Form

*Birth Certificate

Enrollment Fees for 2026–2027 School Year

Fee Type	Amount	Details
Registration Fee	\$125.00	Non-refundable. Only one registration fee is required per family, regardless of the number of children registering.

Tuition and Supply Fees (2026–2027)

Program Length	Annual Tuition	Monthly Tuition	Supply Fee
Two Days per Week	\$1,980.00	\$220.00	\$60.00
Three Days per Week	\$2,700.00	\$300.00	\$85.00
Five Days per Week	\$3,735.00	\$415.00	\$100.00

GREENWICH PRESBYTERIAN PRESCHOOL

15400 Greenwich Church Way – physical address

15305 Vint Hill Road – mailing address

Nokesville, Virginia 20181

(703) 754-7933 ext. 210; www.greenwichpres.org

Child's Name _____
(Last) _____ (First) _____ (Middle) _____

Male Female Nickname (if any) _____

Name you wish your child to learn to write _____

Date of birth _____ (Children must be 3 by 9/30/2026 to enroll in 3-year-old
classes and 4 by 9/30/2026 to enroll in 4-year-old classes)

_____ 2 Day 3-Year-Old (T,Th AM) _____ 3 Day 3-Year-Old (M,W,F AM)

_____ 3 Day 4-Year-Old (T,W,Th AM) _____ 5 Day 4-Year-Old (M-F AM)

Address _____
Street/ Number _____ City _____ State _____ Zip Code _____

*Primary Phone _____ *Primary Email _____

Mother's Name _____ Cell Phone _____

Email Address _____ Address Same as Above (Y/N) _____

Place of Employment _____ Work Phone _____

Father's Name _____ Cell Phone _____

Email Address _____ Address Same as Above (Y/N) _____

Place of Employment _____ Work Phone _____

Child's Known Allergies _____

EMERGENCY CONTACT: _____

Child's Physician _____ Phone _____

People to be contacted in case you or emergency contact cannot be reached

1. _____ Phone _____

2. _____ Phone _____

Person(s) authorized to pick up child _____

Person(s) NOT authorized to pick up child _____

Previous preschools attended _____

Elementary school child will attend _____

Do you feel your child is right- or left-handed? _____

Three-Year-Olds – approximate date potty trained _____
(If not accomplished yet, please let us know when done)

Other children in the family (names and ages):

Please comment on anything (personal traits, special interests, or chronic physical/developmental difficulties) you would like your child's teacher to know

How did you hear about our preschool?

_____ Family is alumni of Greenwich Preschool; when: _____

_____ Friend or family member; who _____

_____ Attend Greenwich Presbyterian Church

_____ Social media or Other

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Release Form

Child's Full Name _____

Greenwich Presbyterian Preschool agrees to notify the parent/guardian whenever a child becomes ill, and the parent/guardian agrees to pick up the child as soon as feasible thereafter.

The parent/guardian authorizes Greenwich Presbyterian Preschool to obtain immediate medical care if an emergency occurs when he/she cannot be located immediately. This will be at the parent's expense.

In all emergencies, the Preschool has permission to take such reasonable measures as are, in the judgement of the teacher or director, necessary for the welfare and safety of the child.

Parents will provide the Preschool with the following documents:

- Birth Certificate or Adoption Papers
- VA School Entrance Health Form completed and signed by the child's physician
- Immunization Record

The parent or guardian agrees to abide by all Greenwich Presbyterian Preschool policies as stated in the policies form.

Parent/Guardian Signature _____

Date _____

GREENWICH PRESBYTERIAN PRESCHOOL - POLICIES

The registration fee of \$125.00 per school year is due when the application is filed. The registration fee is refundable only when the Preschool deems it is unable to enroll a child. Please make checks payable to **Greenwich Presbyterian Preschool**.

The Preschool shall be notified immediately if a child is unable to attend the preschool. If during the school year a child is withdrawn, the parent must give the Preschool 30 days written notice to avoid payment of the next month's tuition.

The Preschool operates on a yearly budget. The yearly tuition for the two-day program is \$1980.00, the three-day program is \$2700.00 and the five-day program is \$3735.00. Tuition payments have been divided into equal monthly payments, September through May. Therefore, monthly payments will remain the same regardless of holidays, absences, and snow days (up to two weeks). A one time supply fee is due prior to or with September's tuition payment (5 day - \$100, 3 day - \$85, 2 day - \$60).

Payment of \$220.00 per child for the two-day program, \$300.00 per child for the three-day program and \$415.00 per child for the five-day program will be due the first day of preschool each month. **A late fee of \$10.00 will be due if the payment if not received by the tenth day past the due date.**

Your child should be picked up at the scheduled time for the end of class. If your child is not picked up within 10 minutes of the scheduled time, you will be responsible for a \$10.00 late fee due at the time the late pick up occurs. The late fee will apply if late pick up of the child results from lack of proper permission to release the child. You are responsible for giving written or verbal permission to the teachers or director to release the child to someone other than yourself if you are unable to pick up the child yourself.

Any child with a contagious illness or fever may not attend preschool until free of the illness or until the illness is no longer contagious and the fever has been absent for **24 hours**. Please contact us if you feel your child has exposed other children to any contagious illness or condition.

The Preschool reserves the privilege of dismissing any child if, after entering, the child seems unable to participate in group experiences.

Liability for a child's action while under care of the Preschool is the parents' responsibility.

The Preschool and Greenwich Presbyterian Church are not liable for accidents or illness occurring to the child while the child is in its care, unless proof is presented that the accident or illness was the direct result of the caretaker's negligence.

Parents must read and abide by the Greenwich Presbyterian Preschool Handbook, which will be provided upon entrance to the Preschool.

Parent/Guardian Signature _____
Date _____