



Dear Tattnall Families,

We want to let you know what a pleasure it has been to teach and serve your child this year. We are now making plans for the 2017-2018 school year. As a current family, you have the opportunity to secure a space for your child before open enrollment begins.

To register for the 2017-2018 school year, please complete the re-enrollment form and submit the re-enrollment fee of **\$200.00, per child. The form AND fee are due by Friday, January 6, 2017 to secure a space for your child. After January 6, 2017, the pre-school re-enrollment fee will increase to \$250.00 per child and enrollment will not be guaranteed. Enrollment for the 2017-2018 school year will be on a first come, first serve basis. Any enrollments received after the January 6th deadline will be placed in our waiting pool if the classes are full.**

While it is our hope that each of our current families will re-enroll for the upcoming school year, we understand that life changes may result in a school move. Please note, it is the responsibility of the family to withdraw the student as soon as change of school is known; therefore, the annual re-enrollment fee is non-refundable.

Please also be sure to include a change in family or personal information (i.e. address, phone, email, emergency contacts, medical information) on the space provided on the re-enrollment form.

Only students who are currently enrolled and in good standing qualify for re-enrollment. If a family is enrolling a sibling of a currently enrolled student, the new sibling must complete the application process in person. Please also note that enrollment for after school and summer care are separate processes and do not fall under the guidelines of the re-enrollment process.

Please contact the school office if you have questions. Feel free to speak to any administrator, our Registrar, Paula Douthit, or Admissions Director, Tiffany Herndon.

Sincerely,

Mr. John Hankinson
Head of School
Tattnall Square Academy