

Westminster Weekday School (WWS) Registration Process

Westminster Weekday School encompasses students in the weekday school (2K-5K) and the play school (crib-older toddler).

Re-enrollment for currently enrolled students entering the weekday school (2K-5K) will take place in January of each year, upon returning from Christmas Break. An informative re-enrollment letter will be sent via email at least two weeks prior to the date of registration which gives parents the registration date and pricing for the upcoming year.

Priority for registering children in the weekday school shall be given on a first come, first served basis on the day of registration.

Once currently enrolled students have had an opportunity to re-enroll, wait list applicants will be notified of available spots (in the order below).

Re-enrollment for currently enrolled students entering the play school will take place immediately following weekday school registration. An informative re-enrollment letter will be sent via email at least two weeks prior to the start of registration.

Priority for registering children in the play school shall be given on a first come, first served basis on the day of registration.

Once currently enrolled students have had an opportunity to re-enroll, wait list applicants will be notified of available spots (in the order below).

After currently enrolled students have all had the opportunity to re-enroll, new students entering the crib and crawler rooms will be notified based on the wait list (in the order below).

Priority for applying to the wait list:

A. Weekday School

1. Weekday School and Play School employees' children
2. Siblings of presently enrolled church members
3. Siblings of presently enrolled non-church members
4. Children of church members who do not have any children presently enrolled
5. Siblings of children who previously attended WWS and Legacies (children of parents who attended but are not church members)
6. General Public (in order of date received)

B. Play School

1. Weekday School and Play School employees' children
2. Siblings of presently enrolled church members
3. Siblings of presently enrolled non-church members

4. Children of church members who do not have any children presently enrolled
5. Siblings of children who previously attended WWS and Legacies (children of parents who attended but are not church members)
6. General Public (in order of date received)

Church members who wish to register their child/children for WWS programs must be a member for a full year to receive church member priority status.

Wait List applications received after the start of registration may not be eligible for a spot until the following year.

Upon receiving the wait list application, children are placed on the wait list based on date received, birth date, and priority codes.

The office responds to all inquiries stating that the child has been placed on the wait list. The wait list is maintained on an excel spreadsheet. Wait list applications are maintained in a three ring binder.

The office does not assign numbers to wait list applicants due to priority codes and the fluctuation of wait list applicants.

WWS Summer Adventures Registration Process

Currently enrolled WWS students are eligible to register for the summer program. Incoming students are not eligible.

Summer registration will take place once currently enrolled weekday school and play school students have complete re-enrollment. An informative letter will be sent via email at least two weeks prior to the start of registration.

Priority for registering children in the summer program shall be given on a first come, first served basis on the day of registration. Once spots are filled, a wait list will be started on a first come, first served basis.