



**St. Luke's Preschool & Kindergarten**  
**Registration Packet 2019-2020**  
**[www.stlukes-church.com](http://www.stlukes-church.com)**  
**School Administrator: Mary Schuldheisz**  
**Email: [mschuldheisz@stlukes-church.com](mailto:mschuldheisz@stlukes-church.com)**  
**253-941-3000, ext. 108**

Dear Parents,

We thank you for considering St. Luke's as a place to nurture and teach your young child during a most formative time in his/her life. It is sincerely our privilege to serve you and your family in any way possible.

We at St. Luke's believe that we exist to serve people. Our purpose as a church is to seek out and bring people into a personal relationship with Jesus Christ as their Savior and Lord. Our purpose in our Early Childhood Program is to affirm children and their families of God's love for them. We partner with parents to provide a solid foundation meeting the spiritual, mental, emotional, and physical needs in this important developmental stage of their child's life.

We are blessed with a well-trained staff offering several class choices for 3, 4 and 5 year olds. St. Luke's has been providing quality Early Childhood Education in the Federal Way community for almost fifty years.

Attached, you will find a brief description of the educational programs that we offer to help you make a decision on the best educational environment for your child.

We ask that you provide us with the information required on the following attached forms and return them to the office at the time of registration:

- 1. Registration Form**
- 2. Student Profile Form**
- 3. Emergency Information Form**
- 4. Permission to Photograph**
- 5. Family Photograph Form**
- 6. Immunization Form**

The Immunization Form is required by the State of Washington prior to school entrance for all children. Students will be enrolled in the order in which we receive completed forms and registration fee. *(Returning students do not need to complete a second immunization form unless new vaccines and/or immunizations have been administered since completion of last received form.)*

Please note that the **first tuition payment is due July 1**. The second payment is due September 1st. All payments thereafter are due by the 1st of each month.

We look forward to a year filled with exciting growth for your child. By providing your child with a safe environment surrounded by loving, caring Christian teachers, developmentally appropriate curriculum, positive social interaction, and meaningful experiences and activities, we will, with our Lord's direction, nourish the seed that has been planted in your child's life, a seed that will grow and continue to blossom.

In His Service,

Mary Schuldheisz  
School Administrator



# ST. LUKE'S PRESCHOOL AND KINDERGARTEN

## Programs and Classes

### 2020-2021

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#### Preschool for 3-year-olds

Age 3 by August 31, 2020

Tuesdays and Thursdays

9:15 am – 12:15 pm

**\*Monthly Tuition** for 10 months: \$185 - 1<sup>st</sup> tuition payment due 7/1/2020, secures enrollment and is non-refundable. 1<sup>st</sup> tuition payment is due 7/1/2020, secures enrollment, will be applied in advance to the final month's (June) tuition, and is nonrefundable.

**Registration Fee:** \$175 - nonrefundable and due w/registration form(s) (**Note:** If you are re-enrolling, an alumni or a member of St. Luke's the Registration Fee is \$125.00)

**\*\*Supply Fee:** \$50 – nonrefundable and due 7/1/2020

#### Pre-Kindergarten

Age 4 by August 31, 2020

Tuesdays, Wednesdays and Thursdays

9:15 am – 1:15pm

Students bring a packed lunch and eat together as a class.

**\*Monthly Tuition** for 10 months: \$295 - 1<sup>st</sup> tuition payment due 7/1/2020, secures enrollment and is non-refundable. 1<sup>st</sup> tuition payment is due 7/1/2020, secures enrollment, will be applied in advance to the final month's (June) tuition, and is nonrefundable.

**Registration Fee:** \$175 - nonrefundable and due w/registration form(s) (**Note:** If you are re-enrolling, an alumni or a member of St. Luke's the Registration Fee is \$125.00)

**\*\*Supply Fee:** \$75 – nonrefundable and due 7/1/2020

#### S.T.E.A.M.

Age 4 by August 31, 2020

Fridays

9:15 am – 12:15pm

**\*Monthly Tuition** for 10 months: \$75-1<sup>st</sup> tuition payment is due 7/1/2020, secures enrollment and is non-refundable. 1<sup>st</sup> tuition payment is due 7/1/2020, secures enrollment, will be applied in advance to the final month's (June) tuition, and is nonrefundable.

Students may enroll in this class as a supplement to Pre-K or as a stand-alone class.

**Registration Fee:** \$60 (**Note:** Waived for currently enrolled students.)

**\*\*Supply Fee:** \$40 – nonrefundable and due 7/1/2020

#### Kindergarten

Age 5 by August 31, 2020

Monday – Friday

8:45 am – 3:15 pm

Students bring a packed lunch and eat together as a class.

**\*Monthly Tuition** for 10 months: \$565 – 1<sup>st</sup> tuition payment due 7/1/2020, secures enrollment and is non-refundable. 1<sup>st</sup> tuition payment is due 7/1/2020, secures enrollment, will be applied in advance to the final month's (June) tuition, and is nonrefundable.

**Registration Fee:** \$175 - nonrefundable and due w/registration form(s) (**Note:** If you are re-enrolling, an alumni or a member of St. Luke's the Registration Fee is \$125.00)

**\*\*Supply Fee:** \$100 – nonrefundable and due 7/1/2020

#### **\*\*\*Tuition Discounts**

1. St. Luke's members will receive a 10% discount off school tuition for each child enrolled.
2. School families with more than one child enrolled will receive a 10% discount off the tuition of the second child enrolled and each child thereafter.
3. Students enrolled in both St. Luke's Childcare and School will receive a 10% discount off school tuition.

***\*Monthly tuition is based on an annual rate with payments divided evenly over ten months. The monthly tuition amount remains the same regardless of the number of days your child will be attending class during any given month (i.e. vacation, non-school days, sick days.) If payment is not received by July 1, you will be contacted either by phone or mail. If payment is not received by July 15, your student may be removed from the class list and put on a waiting list.***

***The 2<sup>nd</sup> tuition payment is not due until Sept. 1 and will be applied to the September tuition. The remaining tuition payments are due thereafter by the 1<sup>st</sup> day of each month.***

***\*\* The supply fee is in lieu of bringing supplies to your child's classroom. All supply fees are due with the registration fee and are non-refundable.***

***\*\*\*Tuition discounts may not be stacked or combined.***



# **St. Luke's Preschool**

## **3-Year-Old Program 2020-2021**

**Age Criteria:** 3 by August 31, 2020

**Days:** Tues/Thurs

**Times:** 9:15 AM – 12:15 PM

### **Class Description**

This is a first exposure class that fosters a sense of security and confidence in the child through its structure and routine. Children are encouraged to be independent, active and responsible members in their classroom experiences. Curriculum encompasses colors, shapes, letters, numbers and patterns, as well as exposure to fine motor skills such as letter formation and scissor use. Daily activities include Bible stories, calendar, weather, art, music, learning center and outdoor play. Special activities are chapel, field trips and holiday celebrations.

### **Entering Student Profile**

Independent toileting skills  
Able to verbally express desires and needs  
Able to separate from parents  
Able to follow simple directions  
Able to attend to "tasks" for 10 minutes

### **Teaching Topics**

**Bible** – Chapel time as a school, Bible stories from both Old and New Testaments, Christian songs, prayers, and devotions which aid in creating an atmosphere for developing a personal relationship with Jesus Christ.

**Language Arts** – Recognition of alphabet letters and sounds, rhyming; reinforced by use of alphabet tubs and Show and Tell. Later in the year, children will learn to verbally spell and formulate the letters of their names.

**Math** – Exposure to mathematical concepts such as recognition of numbers 1-10, shapes, and patterns.

**Science and Social Studies** – Discovery and exploration of their world and the world around them, i.e. animals, nature, customs and cultures.

**Art and Music** – Children alternate between Free Art (child guided) and Directed Art (teacher guided) using various artistic mediums. Music is introduced into the program using a range of songs, rhymes, instruments and special programs.

**Gross and Fine Motor Skills** – Assembling puzzles, coloring, scissor use (activities introduced later in the year), regular outdoor playtime which helps to develop/strengthen running, jumping, climbing and throwing a ball.



# **St. Luke's Pre-Kindergarten Programs 2020-2021**

**Age Criteria:** 4 by August 31, 2020

**Days:** 3-Days per week T/W/TH

**Times:** 9:15 AM – 1:15 PM

## **Class Description**

The Pre-Kindergarten programs encourage children to learn through observation, imitation, experimentation, practice, and interaction with other children and teachers. We focus on the spiritual, emotional, physical, social, and academic growth of our students. This class provides rich readiness skills in a structured group setting as well as many opportunities for creative expression and individual choice activities.

## **Entering Student Profile**

Independent toileting skills

Able to verbally express desires and needs

Able to separate from parents

Able to follow simple 1 and 2 step directions

Able to attend to "tasks" for 10 minutes

## **Teaching Topics**

**Bible** – Chapel time as a school, Bible stories from both Old and New Testaments, Christian songs, prayers, and devotions which aid in creating an atmosphere for developing a personal relationship with Jesus Christ.

**Language Arts** – Recognition of alphabet by name, sound, and phonemic awareness. Communication skills will be learned and strengthened through social interaction with peers, following directions, listening to rhymes, stories and singing songs.

**Math** – Students are exposed to numbers 1-100, and counting by rote to 100 with an emphasis on writing and number values for numbers 1-20. Introduction to geometric shapes, patterning and sequencing. Students develop an understanding of size and positional concepts.

**Science and Social Studies** – Students explore our world through different thematic units such as weather, plants, animals, etc.

**Art and Music** – Students express their personalities through the use of many different art mediums. Singing is an important part of each school day. Children have the opportunity to share their musical talent with their families several times a year.

**Gross and Fine Motor Skills** – Different activities are implemented in the daily curriculum to help children develop their gross and fine motor skills. Running, skipping, painting, writing, scissor use, assembling puzzles, and using manipulatives are part of our daily routine.

# **St. Luke's S.T.E.A.M. Program 2020-2021**

**Age Criteria:** 4 by August 31, 2020

**Days:** Friday

**Times:** 9:15 AM – 12:15 PM

## **Class Description**

This class explores God's world through the topics of Science, Technology, Engineering, Art and Math. These subjects are a part of daily life. Imagination and curiosity are cultivated as students explore S.T.E.A.M. through experiments, discussions, books, crafts, games and more. The rapidly developing brain turns the ordinary into extraordinary with S.T.E.A.M. This class can be a stand-alone class or a supplement to St. Luke's Pre-K classes.

## **Entering Student Profile**

Independent toileting skills  
Able to verbally express desires and needs  
Able to separate from parents  
Able to follow simple 1 and 2 step directions  
Able to attend to "tasks" for 10 minutes

## **Teaching Topics**

**Science** – Students conduct fun, silly experiments in a safe environment. A discussion and conclusion on the topic accompany the experiment.

**Technology** – Use of simple tools such as pencils and rulers are implemented, in addition to more complex tools such as magnifying glasses and a microscope.

**Engineering** – Students engage in innovative activities that involve problems and testing out a solution.

**Art** – Students express their personalities through the use of different art mediums as well as expression through drama and music.

**Math** – Math concepts are introduced through games and activities which incorporate numbers, patterns, shapes and organizational skills.

# **St. Luke's Kindergarten Program 2020-2021**

**Age Criteria:** 5 by August 31, 2020 (copy of birth certificate required)

**Days:** Monday – Friday

**Times:** 8:45 AM – 3:15 PM

## **Class Description**

Our Kindergarten curriculum is designed to value the unique skills and abilities of each student while preparing them for the academic standards and requirements of First Grade. A Christ-centered environment nurtures students to develop intellectually, spiritually, emotionally, physically, and socially.

## **Entering Student Profile**

Able to take care of personal needs

Able to verbally express desires and needs

Able to separate from parents

Able to follow directions

Able to attend to “tasks” for 10 minutes

Able to use crayons and scissors

Able to work independently, with peers and in a group setting

Able to demonstrate a basic knowledge of numbers and letters

One year of preschool experience recommended

## **Teaching Topics**

**Bible** – Chapel time as a school, Bible stories from both Old and New Testaments, Christian songs, prayers, and devotions which aid in creating an atmosphere for developing a personal relationship with Jesus Christ.

**Language Arts** – Recognition of the alphabet by name and sound, rhyming, recognition of numerous sight words, phonics instruction to develop reading skills, shared reading of quality literature, a variety of writing experiences, and building comprehension of the things we read as a class and as individuals.

**Math** – Students develop a foundation of skills relating to number concepts, measurement, geometry, data/graphing, algebraic concepts such as patterning and sorting, and solving simple addition and subtraction equations.

**Science and Social Studies** – The use of specific units as well as seasonal STEM projects and experiments help emphasize scientific and social exploration of the world around them. Arranged field trips highlight certain units. (Past trips have included the Museum of Flight, Northwest Trek, etc.)

**Art and Music** – Students explore art concepts through the use of colors, lines, shapes and different types of media. Musical instruction through singing, playing instruments, and movement provides a rich environment for musical expression and for learning important academic concepts.

**Gross and Fine Motor Skills** – Students are exposed to a variety of projects and experiences to develop fine motor skills. Emphasis is placed on learning how to use daily utensils. Gross motor skills such as hopping, skipping, galloping and ball skills are taught.



# ST. LUKE'S PRESCHOOL AND KINDERGARTEN REGISTRATION FORM 2020-2021

## PROGRAMS (Circle class choice)

**Preschool 2-Day T/TH**  
9:15am-12:15pm

**Pre-K 3-Day T/W/TH**  
9:15am-1:15pm

**STEAM FRI**  
9:15am-12:15pm

**Kindergarten M-F**  
8:45am-3:15pm

## FAMILY BACKGROUND

Student's Name: \_\_\_\_\_ Name to be used in school: \_\_\_\_\_ Male \_\_\_\_ Female \_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Birthday: \_\_\_\_\_

Child lives with: Mother \_\_\_\_ Father \_\_\_\_ Other \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Mother's Address: \_\_\_\_\_

Mother's Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_

Work Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Father's Name: \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Father's Address: \_\_\_\_\_

Father's Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_

Work Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Other Children in Family	Age	Grade Level in School	School Currently Attending
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_____	_____	_____	_____
_____	_____	_____	_____

Current marital status of student's parents: \_\_\_\_\_

Has there been a divorce, death, illness, or other event in the family which might affect your child? (If so, explain) \_\_\_\_\_

## CHURCH AFFILIATION

Are you currently a member of a particular church? Yes \_\_\_\_ No \_\_\_\_

Church Name/Address \_\_\_\_\_

Pastor's Name \_\_\_\_\_

Is student baptized? \_\_\_\_\_ Where does student attend Sunday School? \_\_\_\_\_

## GENERAL

How did you hear about St. Luke's? Word of mouth \_\_\_\_ St. Luke's Website \_\_\_\_ Internet \_\_\_\_ Social Media \_\_\_\_

Other (Please list where) \_\_\_\_\_

What do you feel will be the advantage of your child attending a Christian Preschool/Kindergarten?

# ST. LUKE'S PRESCHOOL AND KINDERGARTEN

## STUDENT PROFILE FORM 2020-2021

Student Name \_\_\_\_\_ Date \_\_\_\_\_

1. Does your child have any health issues the school should be aware of? \_\_\_\_\_  
\_\_\_\_\_
2. Does your child have any food allergies? \_\_\_\_\_  
\_\_\_\_\_
3. Primary language spoken at home? \_\_\_\_\_
4. Has your child previously attended preschool? Yes No  
If so, where and for how long? \_\_\_\_\_  
Do we have permission to contact prior teachers if needed? Yes No If yes, please provide the teacher's name and contact information \_\_\_\_\_
5. Is your child right or left-handed? \_\_\_\_\_
6. Can your child articulate needs, wants and thoughts in English? Yes No  
a. If not, what is your child's first language(s)? \_\_\_\_\_
7. Does your child use speech that can be understood by those outside of his/her family? Yes No
8. Do you have concerns regarding his/her speech? Yes No
9. Does your child use language to interact with peers? Yes No
10. Does your child use words to solve problems or when upset? Yes No
11. Does your child express anger appropriately? Yes No  
If not, please explain \_\_\_\_\_
12. Can your child express frustration appropriately? Yes No  
If not, please explain \_\_\_\_\_
13. Does your child understand the consequences of behaviors? Yes No  
If not, please explain \_\_\_\_\_
14. Has your child received or are you considering any type of therapy? (Please circle all that apply)  
Speech/Language      Physical      Occupational      Vision  
Behavioral      Counseling      Learning Disabilities
15. How do you discipline your child? \_\_\_\_\_
16. Does your child have difficulty separating from family members? Yes No  
If so, please explain \_\_\_\_\_
17. Can your child transition from one activity to another easily? Yes No
18. Can your child adjust to changes in routine? Yes No  
If not, please explain \_\_\_\_\_
19. Has your child had experience in a group setting? Yes No  
Please specify \_\_\_\_\_
20. Does your child pay attention in a group setting? Yes No

Please specify \_\_\_\_\_

## ST. LUKE'S PRESCHOOL AND KINDERGARTEN STUDENT PROFILE FORM 2020-2021

Student Name \_\_\_\_\_ Date \_\_\_\_\_

21. Check any characteristics that apply to your child:

<input type="checkbox"/> Cries easily	<input type="checkbox"/> Temper tantrums	<input type="checkbox"/> Sulks	<input type="checkbox"/> Fearful in new situations
<input type="checkbox"/> Destructive	<input type="checkbox"/> Sleeping problems	<input type="checkbox"/> Whines	<input type="checkbox"/> Easily angered
<input type="checkbox"/> Sucks thumb	<input type="checkbox"/> Eating problems	<input type="checkbox"/> Daydreams	<input type="checkbox"/> Jealous
<input type="checkbox"/> Other (explain) _____			

22. Is your child self-sufficient in the restroom? Yes No  
(Students must be completely toilet trained before starting school, no Pull-Ups)

23. Can your child dress independently, including outerwear? Yes No

24. Does your child have difficulty holding a crayon or pencil? Yes No

25. Have you had other children in our program? \_\_\_\_\_

26. What do you expect your child to acquire through the Preschool/Kindergarten experience? \_\_\_\_\_

27. What else would you like your child's teacher to know about your child? \_\_\_\_\_

28. When is the best time to call or meet with you? (Please circle)

Mother:	Morning	Afternoon	Evening	Anytime
Father:	Morning	Afternoon	Evening	Anytime

29. What is the most effective way to contact you? (Please circle then provide number or email address on line below)

Home telephone    Cell Phone    Texting    Email

\*A minimum enrollment is required. If the minimum enrollment is not attained, we reserve the right to cancel the class. In such an event, your full registration fee will be refunded.

\*\*St. Luke's does not discriminate on the basis of race, color, denomination, national or ethnic origin in administration of its educational policies or other school-administered programs.

\*\*\*You are encouraged to contact your child's teacher regarding anything you feel might affect your child's education.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**ST. LUKE'S PRESCHOOL AND KINDERGARTEN  
EMERGENCY and CARE INFORMATION FORM  
2020-2021**

Child's Name: \_\_\_\_\_ Class: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone # \_\_\_\_\_ Birthday: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Mother's Employer: \_\_\_\_\_ Work Phone # \_\_\_\_\_

Father's Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Father's Employer: \_\_\_\_\_ Work Phone # \_\_\_\_\_

Physician's Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Special health issues or comments: \_\_\_\_\_  
\_\_\_\_\_

Child Care Provider: \_\_\_\_\_ Phone # \_\_\_\_\_  
Alternate Phone #: \_\_\_\_\_

Alternate persons (local) to be notified in case of emergency:

(1) Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Home Phone #: \_\_\_\_\_ Work Phone # \_\_\_\_\_  
Cell Phone #: \_\_\_\_\_

(2) Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Home Phone #: \_\_\_\_\_ Work Phone # \_\_\_\_\_  
Cell Phone #: \_\_\_\_\_

\_\_\_\_\_ My child may be picked up by: \_\_\_\_\_ after school daily.

\_\_\_\_\_ My child will go to: \_\_\_\_\_ after school daily.

\_\_\_\_\_ Further instructions or comments: \_\_\_\_\_  
\_\_\_\_\_

I authorize school personnel to act according to the instructions I have indicated above. If parents or authorized physician cannot be reached at the time of an emergency, and if immediate observation or treatment is urgent in the judgment of the school authorities, I authorize and direct the school authorities to send the student (properly accompanied) to the hospital or doctor most easily accessible. It is understood that I will assume full responsibility for payment of any services rendered.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ST. LUKE'S PRESCHOOL AND KINDERGARTEN  
EMERGENCY and CARE INFORMATION FORM  
2020-2021**

Child's Name: \_\_\_\_\_ Class: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone # \_\_\_\_\_ Birthday: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Mother's Employer: \_\_\_\_\_ Work Phone # \_\_\_\_\_

Father's Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Father's Employer: \_\_\_\_\_ Work Phone # \_\_\_\_\_

Physician's Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Special health issues or comments: \_\_\_\_\_  
\_\_\_\_\_

Child Care Provider: \_\_\_\_\_ Phone # \_\_\_\_\_  
Alternate Phone #: \_\_\_\_\_

Alternate persons (local) to be notified in case of emergency:

(1) Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Home Phone #: \_\_\_\_\_ Work Phone # \_\_\_\_\_  
Cell Phone #: \_\_\_\_\_

(2) Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Home Phone #: \_\_\_\_\_ Work Phone # \_\_\_\_\_  
Cell Phone #: \_\_\_\_\_

\_\_\_\_ My child may be picked up by: \_\_\_\_\_ after school daily.

\_\_\_\_ My child will go to: \_\_\_\_\_ after school daily.

\_\_\_\_ Further instructions or comments: \_\_\_\_\_  
\_\_\_\_\_

I authorize school personnel to act according to the instructions I have indicated above. If parents or authorized physician cannot be reached at the time of an emergency, and if immediate observation or treatment is urgent in the judgment of the school authorities, I authorize and direct the school authorities to send the student (properly accompanied) to the hospital or doctor most easily accessible. It is understood that I will assume full responsibility for payment of any services rendered.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# **St. Luke's Lutheran Church**

## **Permission to Photograph Form**

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I give permission for my child to be photographed videotaped at St. Luke's Lutheran Church events. Such photographs/ videotape may be used by St. Luke's for publicity or educational purposes.

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Parent or Guardian's Name

\_\_\_\_\_  
Parent or Guardian's Signature

\_\_\_\_\_  
Date



## **FAMILY PHOTOGRAPH 2020-2021**

As part of St. Luke's School registration packet we ask for a picture of your family. The photo will be used only to help us know who you are and what your names are. It will not be published or given out to anyone.

**Circle class choice:**

**Preschool 2-Day T/TH | Pre-K 3-Day T/W/TH | STEAM | Kindergarten**

**Child's Name:** \_\_\_\_\_

**Please attach the photo here:**

**Please write the names of your family members below in the order they appear in your photograph:**

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_



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[www.stlukes-church.com](http://www.stlukes-church.com)

June  
2020

## RE: Immunization Record Requirements

Dear Parents or Guardians,

Starting August 1, 2020, all immunization records turned in to schools or child care centers are required by state laws to be medically verified. Immunization records must be turned into the school on or before the first day of attendance. This means immunization records turned in to the school must be from a health care provider, or you must attach paperwork from a health care provider to your handwritten form that shows your student's records are accurate. Your child cannot attend school until you provide these records.

Here are some examples of medically verified immunization records:

- A completed Certificate of Immunization Status (CIS) signed by a health care provider. Find the CIS form by visiting <https://www.doh.wa.gov/SCC> and clicking on "Certificate of Immunization Status."
- A CIS filled out by you or another parent/guardian with medical records attached.
- A CIS printed by a health care provider or school from the Washington State Immunization Information System.
- A CIS printed from <https://wa.myir.net> which is a free Department of Health online tool that allows families to view and print their official immunization records themselves. Go to <https://wa.myir.net/register> to begin the sign-up process.

If you are requesting an exemption from one or more of the immunization requirements, you must provide the school a completed Certificate of Exemption.

If your child already meets immunization requirements and has records on file with the school, you do not need to do anything. If you aren't sure, or if you have any questions, please contact Mary Schuldheisz, 253-941-3000, ext. 106 or [mschuldheisz@stlukes-church.com](mailto:mschuldheisz@stlukes-church.com).

In Christ,  
Mary Schuldheisz Interim School Administrator  
[mschuldheisz@stlukes-church.com](mailto:mschuldheisz@stlukes-church.com)  
253-941-3000, ext. 108



DOH 348-744 January 2020

To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [civil.rights@doh.wa.gov](mailto:civil.rights@doh.wa.gov).



# Certificate of Immunization Status (CIS)

For Kindergarten-12<sup>th</sup> Grade / Child Care Entry

Office Use Only:

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Signed Cert. of Exemption on file? ☐ Yes ☐ No

Please print. See back for instructions on how to fill out this form or get it printed from the Washington Immunization Information System.

Child's Last Name:

First Name:

Middle Initial:

Birthdate (MM/DD/YY):

Sex:

I give permission to my child's school to share immunization information with the Immunization Information System to help the school maintain my child's school record.

I certify that the information provided on this form is correct and verifiable.

Parent/Guardian Signature Required

Date

Parent/Guardian Signature Required

Date

- ◆ Required for School and Child Care/Preschool
- Required Only for Child Care/Preschool

Date MM/DD/YY Date MM/DD/YY Date MM/DD/YY Date MM/DD/YY

## Required Vaccines for School or Child Care Entry

◆ DTaP / DT (Diphtheria, Tetanus, Pertussis)							
◆ Tdap (Tetanus, Diphtheria, Pertussis)							
◆ Td (Tetanus, Diphtheria)							
◆ Hepatitis B <input type="checkbox"/> 2-dose schedule used between ages 11-15							
● Hib (Haemophilus influenzae type b)							
◆ IPV / OPV (Polio)							
◆ MMR (Measles, Mumps, Rubella)							
● PCV / PPSV (Pneumococcal)							
◆ Varicella (Chickenpox) <input type="checkbox"/> History of disease verified by IIS							

## Recommended Vaccines (Not Required for School or Child Care Entry)

Flu (Influenza)							
Hepatitis A							
HPV (Human Papillomavirus)							
MCV / MPSV (Meningococcal)							
MenB (Meningococcal)							
Rotavirus							

## Documentation of Disease Immunity

Healthcare provider use only

If the child named in this CIS has a history of Varicella (Chickenpox) or can show immunity by blood test (titer) it **MUST** be verified by a healthcare provider

I certify that the child named on this CIS has:

- ☐ a verified history of Varicella (Chickenpox).
- ☐ laboratory evidence of immunity (titer) to disease(s) marked below. **Lab report(s) for titers MUST also be attached.**

<input type="checkbox"/> Diphtheria	<input type="checkbox"/> Mumps	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Hepatitis A	<input type="checkbox"/> Polio	
Hepatitis B	Rubella	
Hib	Tetanus	
Measles	Varicella	

Licensed healthcare provider signature \_\_\_\_\_ Date \_\_\_\_\_  
(MD, DO, ND, PA, ARNP)

Printed Name \_\_\_\_\_