



# Soapstone Preschool

*A faith-based, play-based preschool located in the heart of North Raleigh*

January 2026

Thank you for your interest in Soapstone Preschool! This information is designed to help you determine when and how you should register your child(ren) for the 2026-2027 school year. Please read the instructions entirely before you enroll your child for preschool. If you have any questions, please reach out to our office staff!

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## **Hours of Operation**

Soapstone Preschool operates from 9:15am – 12:45pm Monday through Friday for our 2's – Transitional Kindergarten classes. Children bring a snack and lunch from home to enjoy at school.

Our Toddler program operates from 9:15am – 12:15pm from August – December (with a parent-provided snack). From January – May, the Toddler program operates from 9:15am – 12:45pm (with a parent provided snack & lunch).

## **Class Offerings & Tuition Rates**

***\*Child must be the age of the class choice on or before 8/31/26; Toddlers must be 15 months on or before 8/31/26\****

### **Toddlers (15 months – 23 months)**

**Child:Teacher Ratio – 6:2**

**M/W or T/TH...\$307/month**

### **2's**

**Child:Teacher Ratio – 8:2**

**M/W or T/TH...\$302/month**

**M-F...\$442/month**

### **3's**

**Child:Teacher Ratio – 12:2**

**T/TH...\$302/month**

**M/W/F...\$362/month**

**M-F...\$437/month**

### **4's**

**Child:Teacher Ratio – 12:2**

**M-TH...\$407/month**

**M-F...\$437/month**

**Transitional Kindergarten (*must be 5 on or before October 31*)**

**Child:Teacher Ratio – 13:2**

**M-F...\$442/month**

## **Tuition**

Tuition is divided into 9 equal payments and due on the 10<sup>th</sup> of each month.

- **Accepted Payment Methods:**
  1. ACH, debit card, or credit card auto-draft through Procure (highly recommended).
  2. Check, made payable to *Soapstone Preschool*.
- **Advanced payment** for the last month's tuition (May 2027) is required for ALL students and will be due on **May 10, 2026**. Families who register after May 2026 will submit this payment at the time of registration.

Please read the [2026-2027 Soapstone Preschool Financial Agreement](#) for further details. This form is also available on our website.

## **Registration Fees & Tote Bag Fee**

A **non-refundable registration fee**, equal to one month's tuition, is required for enrollment. The registration fee is based on your **first-choice class** and is an administrative fee, not a tuition payment. The fee will not change regardless of class placement.

New students to the preschool will be charged a \$15 tote bag fee in August 2026.

## **Registration Priorities & Timelines**

Registration for the 2026-2027 school year will be divided into the following three categories:

- **TIER 1** – Currently Enrolled Students & Siblings  
Begins **Tuesday, January 20, 2026, at 7:00 am** and ends **Thursday, January 22, 2026, at 8:00 pm**.
- **TIER 2** – Soapstone Church Members Not Currently Enrolled, Previously Enrolled Families, Families on the Waitlist for the Current Year, Tier 1 Families Not Yet Registered  
Begins **Monday, January 26, 2026, at 10:00 am** and ends **Tuesday, January 27, 2026, at 12:45 pm**.
- **TIER 3** – General Public, Tier 1 or 2 Families Not Yet Registered  
Begins **Wednesday, January 28, 2026, at 10:00 am**.
- **Early February:** Families are notified if they have been accepted into the preschool or placed on a waitlist.
- **March:** Families are informed about class choice placement. New families also receive instructions to join Procure, our online communication and billing tool.
- **August:** Specific class lists and teacher assignments are distributed.

# Registration Instructions

*Soapstone Preschool reserves the right to make the final decision in placing children into each class. We look at many factors, including the boy-to-girl ratio, class & student needs, and the considerations listed under "Tier 1 Registration". We commit to doing our best to give each family their first-choice class, if possible.*

## **Tier 1 (Current Families & Siblings)**

*Registration period runs from January 20 at 7:00am through January 22 at 8:00pm. All applications will be considered once the Tier 1 registration period closes, not on a first-come, first-serve basis.*

Steps to Register:

1. **Complete the Online Application**

The application will be available on the preschool website starting **January 20 at 7:00 am**.

2. **Registration Fee Payment**

Registration fees will be invoiced and charged to current families using the payment method on file for the 2025–2026 school year, unless the family indicates otherwise during registration. If paying by check, payments must be received in the preschool office by January 22 at 12:45 pm.

3. **Tier 1 Registration Deadline**

Tier 1 families who do not submit an application by 8:00 pm on Thursday, January 22 will be moved to Tier 2 registration. At that time, class placement and preferred schedule cannot be guaranteed.

4. **Registration Priority**

If more current families register for a class during the Tier 1 timeframe than there are available spots, placement will be determined using the following guidelines:

1. **Current Attendance:** Priority is given based on the number of days a child currently attends. Families will not be asked to reduce their child's current schedule.
2. **Returning Students vs. New Siblings:** Children already enrolled in the preschool have priority for their preferred class over new siblings entering the program. For example, a child currently in Toddlers will have priority for their first-choice 2's class over a new sibling enrolling in the 2's.
3. **Transitional Kindergarten (TK):** Priority is given to students currently enrolled in the 4's program. Consideration may also be given to 4's students who have younger siblings in the preschool.

### **Tier 2 (SUMC Members, Current Waitlisted Families, Returning Families)**

*Registration period runs from January 26 at 10:00am through January 27 at 12:45pm. Tier 2 registration is first-come, first-serve, based on the date and time we receive both your registration check and submitted online application.*

Steps to Register:

1. **Complete the Online Application**

The application will be available on the preschool website starting **January 20 at 7:00 am**.

2. **Submit Your Registration Fee**

Bring a check for the registration fee, payable to Soapstone Preschool, to the preschool lobby starting **January 26 at 10:00 am**. Families are welcome to arrive earlier; doors to the preschool will open at 8:45am, with an available room to wait within until registration begins at 10:00.

3. **Registration Deadline**

All Tier 2 applications and checks must be received by **12:45 pm on Tuesday, January 27**. Families who do not meet this deadline will be moved to Tier 3 registration.

### **Tier 3 (General Public)**

*Registration period begins on January 28 at 10:00am. Tier 3 registration is a first-come, first-serve, based on the date and time we receive both your registration check and submitted online application.*

Steps to Register:

1. **Complete the Online Application**

The application will be available on the preschool website starting **January 20 at 7:00 am**

4. **Submit Your Registration Fee**

Bring a check for the registration fee, payable to Soapstone Preschool, to the preschool lobby starting **January 28 at 10:00 am**. Families are welcome to arrive earlier; doors to the preschool will open at 8:45am, with an available room to wait within until registration begins at 10:00.

### **Waitlist Information**

If your first- and second-choice classes are full, your application will remain on the waitlist until a spot opens in one of those designated classes or you request removal.

- If a spot becomes available in your first- or second-choice class, you have **72 hours** to accept it. If you do not respond in time or do not accept the spot, your registration fee will be forfeited, and the spot will go to the next family.
- Waitlisted families will receive updates throughout the spring and summer.

#### **After the school year starts:**

- You will receive an email from the preschool office asking if you would like to remain on the waitlist during the school year.
- If not, your registration fee will be refunded.
- If yes, your registration fee will be refunded **minus a non-refundable fee of \$75**, which will go towards your registration fee if you do receive a spot during the school year. You will also receive a higher registration priority (Tier 2) during the **2027–2028 enrollment session**.

## **Medical Information/Immunizations**

All students who attend Soapstone Preschool are required to receive vaccinations as outlined by the North Carolina Department of Health and Human Services.

[North Carolina DHHS Vaccine Requirements for Childcare](#)

A medical form, along with a copy of your child's current immunization record, must be completed and **uploaded electronically** to Procure **by August 10, 2026**, or a \$25 late fee will incur. In addition, if your child has an existing allergy or has a condition requiring medication, the preschool will need a copy of an Allergy Plan or a Medication plan, signed by a doctor, uploaded to Procure by August 10, 2026. Soapstone Preschool does not accept medical or religious exemptions to immunizations.

You may find the copy of our medical form on our website, or here: [2026-2027 Medical Form](#)

Instructions for completing the medical form can be found here: [Medical Form Instructions](#)

## **Toddlers & 2's: First Weeks of School**

To help our youngest children transition into the preschool day, our Toddler and 2's classes will have a modified day from 9:15am – 11:30am in the first two weeks of the school year. After this, our Toddlers and 2's will operate at normal hours. We will communicate with parents individually if a longer transition period is needed for a child.

## **Potty-Training Guidelines**

Toilet training is an important developmental milestone and a first step toward independence. At Soapstone Preschool, we recognize that every child develops at their own pace. As such, we do not require children to be potty-trained by a specific age. Please read our [Potty-Training Policy](#) for our guidelines.

Thank you again you for your interest and support of our program. We are grateful for the opportunity to share in the growth and development of your children. We are humbled by your trust and faith in our sweet preschool program.

Blessings,



*Ms. Jess*

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Check us out!

