

# Montessori Country Day School

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53 Vermont Road, Sinking Spring PA 19608  
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## **Toddler Program: 2022–2023 School Year**

For Children Ages 12 Months Through 2 Years 9 Months, by September 1, 2022

The Montessori toddler classroom is designed to meet the needs of the 12-month to 33-month old child. Based on the Montessori philosophy of “learning by doing,” the materials are designed to entice the child’s senses, encouraging the toddler to explore the environment through hands-on experiences. Songs, finger plays, and socialization activities are a vital and fun part of the curriculum.

Our full day program is designed for parents who need full time care. The afternoon program includes supervised lunch period, gross motor activities, quiet time, naptime, and snack.

### **Registration Fee and Payment Policies**

A \$50.00 registration fee is required to guarantee placement and must be returned with the registration form. This is NON-REFUNDABLE. All tuition payments are due on the first of the month, June 2022 and then September 2022 through May 2023. The first payment is due June 1<sup>st</sup>, 2022 and is necessary to ensure placement for your child. If you choose to withdraw after making that 1<sup>st</sup> payment, you must do so in writing by August 1<sup>st</sup>, 2022. After receipt of the written request, the first tuition payment will be reimbursed to you. We use an online software system to post tuition charges. All families are able to access the amount due each month. We accept cash, checks, e-checks and credit cards as payment. If you choose to pay with a credit card, you will automatically be charged a 3% convenience fee per transaction. Receipts must be requested from the office.

### **Additional Daycare**

Additional daycare hours are available from 7:30AM to 8:45 AM, and 3:45PM to 5:00 PM. Prescheduled care is daycare that has been scheduled through the office and paid for one month in advance, as part of the tuition payment. Drop-in daycare must also be scheduled through the office and paid for at the time of service. Arrangements will be made for drop-in care after staff and child ratios are considered. The drop-in rate for AM Care is \$18.75 per day. The drop-in rate for PM Care is \$18.75 per day. Drop-in Care for both before and after care is \$37.50 per day. All prescheduled rates are available on the registration forms.

### **Sickness, Vacation and Withdrawal Policies**

**FULL TUITION IS DUE EVEN IF YOUR CHILD IS SICK OR ON VACATION.** This payment is necessary to hold your child’s slot in the program. If you choose to withdraw your child from our program anytime during the school year, you will not be obligated to pay the remainder of your child’s annual tuition. **You will not, however, be refunded any portion of tuition already paid to the school.**

### **Rolling Admission**

If there is available space, children can be enrolled at any time throughout the school year. Monthly tuition rates may be different from the rates printed in the chart on this form. Tuition is based on a 180-day school year calendar. Tuition will be pro-rated depending on the time of year your child begins in the program and the number of days remaining in the school year.

### **Registration Procedures**

Please complete the attached form. Sign and submit it to the school with a non-refundable \$50.00 registration fee. Thank you. *If you have any additional questions about the program or registering your child, please contact the school at 610-777-3080.*