

Montessori Country Day School

53 Vermont Road, Sinking Spring PA 19608

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TODDLER PROGRAM: 2017–2018 SCHOOL YEAR

For Children Ages 12 Months Through 2 Years 9 Months, by September 1, 2017

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, nap time, and snack. *Afternoon hours can be prearranged for one or more days of the week.*

2017–2018 Rates for Toddler Programs—Staff/Child Ratio is 1:5

The lunch hour is included in the tuition for the 9:00 to 4:00 programs.

2017–18 Toddler (Circle Desired Program)	Days**	Hours	Hourly Rate	10 Monthly Payments of:
AM Only				
2 Day AM*	TTh	9:00 to 12:00	\$13.50	\$ 292
3 Day AM*	MWF	9:00 to 12:00	\$13.50	\$ 438
5 Day AM		9:00 to 12:00	\$10.81	\$ 584
Full Day				
2 Day AM/PM*	TTh	9:00 to 4:00	\$ 9.77	\$ 493
3 Day AM/PM*	MWF	9:00 to 4:00	\$ 9.77	\$ 739
5 Day AM/PM		9:00 to 4:00	\$ 8.19	\$1032

*These are subject to limited availability

** You are encouraged to enroll your student for 5 days per week. We find that children do best with a 5 day schedule. We understand that for some families a different schedule is preferred. If you choose to enroll your student for less than 5 days per week, you are encouraged to pick either a MWF or a TTh schedule. Choosing a non-standard schedule will result in a 10% tuition increase. (Ex. You would prefer a M/T/TH or a W/Th schedule.)

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 2017 and then September 2017 through May 2018. The first payment is due June 1st, 2017 and is necessary to insure placement for your child. If you choose to withdraw after making that 1st payment, you must do so in writing by August 1st, 2017. After receipt of the written request, the first tuition payment will be reimbursed to you. Invoices are sent home prior to the 1st of each month. Receipts must be requested from the office.

Additional Daycare and Lunch Hours

Additional daycare hours are available from 7:00 to 9:00 AM, noon to 1:00 PM, and 4:00 to 6:00 PM. Students must provide a lunch from home when using the lunch hour. Prescheduled care is an additional cost of \$11.25 per hour. Drop-in care is available at a cost of \$12.50 per hour.

Pre-scheduled daycare 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.

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 deposit. Thank you.

If you have any additional questions about the program or registering your child, please contact Cindy Rusnak, Cathy Robinson or Jamie Rusnak at 610-777-3080.

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Child's Name: _____ Age: _____ Date of Birth: _____

Address: _____

Mother's Information

Father's Information:

Name: _____

Name: _____

Address: _____

Address: _____

Home/Cell Phone: _____

Home/Cell Phone: _____

Email Address: _____

Email Address: _____

Business Phone: _____

Business Phone: _____

2017–2018 Rates for Toddler Programs—Staff/Child Ratio is 1:5

All rates based on 180 day school year calendar. Any student starting after the first day of the school year or adding additional hours after the start of the school year will have tuition amount adjusted according to the days remaining in the year.

Please circle the program you are registering your child for in the 2017–2018 school year:

2017–18 Toddler (Circle Desired Program)	**Days	Hours	Hourly Rate	10 Monthly Payments of:
AM Only				
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The lunch hour is included in the tuition for the 9:00 to 4:00 program.

*These are subject to limited availability.

**Choosing options other than the days listed on this table will result in a 10% tuition increase.
 (Ex. You would prefer a M/T/Th or a W/Th schedule)

OVER, PLEASE →

Child's Name: _____

2017–2018 Rate for Prescheduled Daycare is \$11.25 per hour

Daycare Times	Days (Circle Desired Days)	List Desired Times
AM CARE, 7:00–9:00 AM	M T W TH F	
LUNCH CARE, 12–1:00 PM (included in full day student fees)	M T W TH F	
PM CARE, 4:00–6:00 PM	M T W TH F	

Tuition is not reduced due to absence, illness, vacation, or holidays. Tuition is calculated by the number of days in the school year, not in the school month; therefore the ten monthly payments are equal and predetermined.

Registration applications are recorded in the order that they are received. Programs are assigned in that order. If you would like to request a particular classroom or teacher, please note your request in the space provided. We will try to accommodate requests when assigning children to classrooms. However, consideration must be given to class size and the gender and age ratios in the classrooms. It is our policy, when possible, to keep returning students with their teachers. In the best interests of the children we serve, we place siblings in different classrooms.

First Choice Teacher Request: _____

Second Choice Teacher Request: _____

I have read and understand the registration information.

Mother's Signature: _____ Date: _____

Father's Signature: _____ Date: _____

PLEASE RETURN THIS FORM WITH A \$ 50.00 NON-REFUNDABLE DEPOSIT. YOU WILL RECEIVE REQUIRED SCHOOL YEAR PAPERWORK FOR YOUR CHILD IN MAY 2017. THANK YOU!