Daily Hours of Operation: 7:00am - 6:00pm | Monday - Friday Early Learning Program: 8:30am - 4:00pm

Full Time Care (9 hrs/day, 45 hrs/wk)	\$195 Weekly Toddlers - (12 Months to 35 Months) \$175 Weekly Preschoolers+ - (36 months+)
Extended/Emergency Care	\$15 Hourly*
*Requires 2 hr minimum notice and	d granted based upon staff availability.
Registration Fee	\$75 Per Child, this is a yearly renewal fee

The Early Learning Program begins at 8:30am and ends at 4:00pm daily. Hours of childcare outside of the learning program may be less structured and will include more free play with occasional activities. The learning program includes a pre-planned curriculum including circle time, daily lessons and Montessori inspired activities, a well-balanced and healthy breakfast, lunch and afternoon snack, rest time and outdoor play.

Your child's tuition covers up to 9 hours of care/day, totaling 45 hours/week, within the daily hours of operation 7:00am - 6:00pm. Enrollment will be approved based upon the ability to accommodate your childcare needs and hours. Before enrolling, please consult the Administrator or Program Director regarding the hours + days of care that you will need, to ensure we have space available.

# **Extended/Emergency Care**

Extended/emergency hours are considered hours outside daily operating hours, schedule changes with little notice and/or above 45 hours/week. Extended/emergency hours will be billed at \$15/hr. Extended/emergency hours can be reserved the same day with a minimum of two hours' notice, however, adequate staffing must be available to meet state requirements of staff-child ratios. The more notice our teachers have, regarding additional childcare hours needed for your child, the better equipped we can be to meet those needs. Extended/emergency hours must be paid for in advance or will be due the same day at pick up.

## **Tuition Payment**

At enrollment, you will pay for your child's first month of care, on a prorated basis. Tuition is due, monthly, on the 15th of each month, for the upcoming month of care. Depending on your child's start date, you may have two invoices/payments that are relatively close together. Please see the Administrator if you have questions. A two weeks' notice is expected to end enrollment.

### **Enrollment Process:**

- 1. Parents interested in enrolling their child(ren) should apply online at www.growateden.com or call the facility at (620)-778-9360 to pick up an enrollment packet. It will include the information and forms necessary to get your child on the waitlist.
- 2. Arrange a tour of the facility with the Program Director and/or Administrator.
- 3. There is a \$75.00 non-refundable registration fee to cover record keeping costs and to maintain the application if there is a waitlist. Your registration fee also covers essentials we provide for your child's first year of care, including toothbrushes, toothpaste, art supplies, nap cot and sheets. This registration fee will be invoiced yearly.
- 4. Once your child(ren) is approved for a start date, you will pay the first months' tuition. This will secure your spot at the Center.

### Essentials That We Provide

- Daily, healthy and nutritious meals and snacks **no outside food is allowed.** The number of meals and snacks provided depends on the child's length of care/day.
- Branded Grow at Eden T-shirt
- Craft supplies for each child
- Nap cot and sheets for nap cot (Washed after every 5 uses, or as soiled, and are never shared between washes)
- Personal hand towels (Washed daily, as soiled, and at a minimum of 1x per week)
- Toothbrushes and toothpaste new toothbrushes are provided every three months.
- Sunscreen in Summer months

#### What We Need You to Provide

- Seasonal appropriate clothing for your child. Grow at Eden focuses on ensuring all
  children receive ample outdoor time, daily. Children will be able to enjoy themselves
  outdoors in all seasons, if dressed appropriately. A list of seasonally appropriate clothing
  will be provided in the parent handbook to assist you when making choices to dress your
  child.
  - Each child, over 3 years of age, will need (1) seasonally appropriate change of clothing on hand at the Center daily.
  - Each child, under 3 years of age, will need at least (2) changes of seasonally appropriate clothing on hand at the Center, daily.
- If your child is toilet learning, we will require a minimum of (6) underwear and pants or shorts at the Center, at all times.
- Personal diapers, wipes, creams + ointments for your child.
- Formula or breast milk, if desired.
- Medication as needed.
- Security Items Please limit to toddler pillow for sleeping, pacifier, etc. We discourage
  you from sending any toys or other personal items with your child.