

# Sun and Stars Montessori School

## ADMISSION/TUITION AGREEMENT Summer 2018

Note: This agreement is required to maintain a preschool license in the State of California. This agreement is between Sun and Stars Montessori School and parent/guardian regarding the care/education of \_\_\_\_\_ . My child will be enrolled in the following 2018 Summer Camp program(s):

<b>Date/Camp</b>	<b><u>circle schedule choice</u></b>	<b><u>Extended Care</u></b>
June 18 – June 29 ( ) Chef’s Camp!	9-12 or 9-3	3 – 5pm
July 2 - 6 ( ) Science	9-12 or 9-3	3 – 5pm
July 9 - 13 ( ) Technology	9-12 or 9-3	3 – 5pm
July 16 - 20 ( ) Engineering	9-12 or 9-3	3 – 5pm
July 23 - 27 ( ) Mathematics	9-12 or 9-3	3 – 5pm
July 30 - August 10 ( ) Spanish Camp	9-12 or 9-3	3 – 5pm
<b>Program</b>		
( ) Stars (2 - 3.5 years)	( ) Suns (3.5 years-entering first grade)	

### **AGES SERVED AND NON-DISCRIMINATION POLICY**

Sun and Stars Montessori is licensed by the State of California to teach toddler/preschool through Kindergarten children (ages 24 months – 6 years), and holds an annual private school affidavit through the Superintendent of Public Instruction. Sun and Stars does not discriminate on the basis of age, race, sex, sexual orientation, ethnic origin, religion, and physical disability in its selection of adults or participation with affiliated students. Non-discrimination is in compliance with Title VII of the Civil Rights Act of 1974 and the Americans with Disabilities Act (1992).

### **RIGHTS OF THE LICENSING AGENCY**

Sun and Stars Montessori is licensed by the Department of Social Services, Community Care Licensing Division of the State of California. The Department or licensing agency has “the authority to interview clients, including children or staff, and to inspect and audit client or facility records without prior consent.” The Department or licensing agency also has “the authority to observe the physical condition of the client, including conditions which could indicate abuse, neglect, or inappropriate placement.”

### **TODDLER - PRESCHOOL – KINDERGARTEN INSTRUCTION/ACTIVITIES**

I understand the curricula for students will reflect the educational philosophy of Maria Montessori. Such curricula will include the areas of mathematics, language arts, cultural subjects, sensorial development and practical living skills. I understand that this method of education involves the use of concrete learning materials. Children also participate in supervised outdoor play and activities, including gardening.

1425 Oak Avenue St. Helena, CA 94574  
Tel: (707) 967-1984 Fax: (707) 967-1985  
e-mail: sunandstarsmontessori@gmail.com

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### FIELD TRIPS/TRANSPORTATION ARRANGEMENTS/SUPPLEMENTAL SERVICES

Sun and Stars Montessori has short walking field trips to nearby neighborhood places, with parent permission. Distance field trips will be scheduled with parent permission and the assistance of licensed, insured parent drivers.

### HOURS OF OPERATION

Our hours of operation are: Monday to Friday from 9:00 am until 3:00 pm

Class hours are as follows:

AM Half Day	9:00 - 12:00
School Day	9:00 - 3:00

### VISITING AND OTHER RIGHTS OF THE PARENT:

Parents of Sun and Stars Montessori have the right to enter and inspect the school without advance notice whenever children are in care. Parents wishing to sit in for a formal observation of the classroom should make an appointment to do so by contacting the Director.

Parents have the right to request inspection of licensing inspection documents, and must be informed upon request if there are any individuals with criminal records on staff.

### MEDICAL ASSESSMENT REQUIREMENT:

All students MUST have a completed physician's statement prior to enrollment and an up to date record of immunizations or an approved exemption.

Students must be received by a staff person in good observable health to attend school. Parents must escort their child to a teacher, and then sign them in daily. Children who are considered ill will not be accepted for the day. Children who become ill during the day will be sent home.

### ENROLLMENT:

- ~Summer camps must be registered in weekly periods, 5 days per week and may not be divided.
- ~We reserve the right to merge programs if camp size is less than the minimum required.
- ~Summer camp fees must be paid in full in advance at the time of registration.
- ~Summer fees/costs are **non-refundable, non-transferable** (either to a person or another camp session), nor can they be shared by more than one child.
- ~Summer fees may be paid via check, cash or via Curacubby with credit card / debit.
- ~All student forms must be completed and returned to the school office prior to the first day of camp.

### **Summer Camp Times and Fees**

Children ages 2 years-entering first grade:

5 Days/week 9-12pm or 9-3pm

Inquire about Extended Care options

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Early bird special!

**Register before May 11<sup>th</sup> and save!**

**Per week rates for July** Before 5/11 After 5/11 **Two week camp rates (June & Aug)** Before 5/11 After 5/11

### Stars (2 - 3.5 years)

M-F (9-12):	\$240.00/wk	\$300.00/wk	\$450.00	\$575.00
(9-3):	\$315.00/wk	\$395.00/wk	\$600.00	\$750.00

### Suns (3.5 years - \*6 or entering first grade)

M-F (9-12):	\$190.00/wk	\$240.00/wk	\$360.00	\$440.00
(9-3):	\$250.00/wk	\$310.00/wk	\$470.00	\$585.00

Extended Care: **\$130.00 per week session / \$260.00 per two week session** (minimum enrollment required)

**Registration & Materials Fee: \$150.00**

New students only and applies to the whole summer.

(Waived for Sun and Stars families currently enrolled in the school year)

### Payment Methods.

Pre-payment of tuition is required in full.

### Discounts.

Sibling Discount: Sibling discount of 10% on the lowest tuition.

### CLASS PLACEMENT AND TRANSFER

Sun and Stars Montessori School Staff reserves the right to make the final decision regarding student placement in class based on age and developmental appropriateness. Transfers will not take place during a camp session.

**Suns Class eligibility:** In addition to developmentally appropriate independence skills, students must be at least 3.5 years of age, wearing underwear full time, completely independent in the bathroom and not napping regularly.

### GROUND FOR DISMISSAL

Sun and Stars Montessori School reserves the right to dismiss a family for the following reasons:

- Failure of the family to follow an agreed upon behavioral plan of action;
- Falsification of the child's age;
- Continual behavioral difficulties, following implementation of behavioral plan and target deadlines;
- Serious slanderous or inappropriate parental behavior, after intervention and agreement of correction;
- Failure to comply with the Basic Policies or Admission/Tuition Agreement of the school;
- Failure to pay tuition and fees and/or set up an approved payment plan with the Administrator.

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### Agreement

I/We hereby enroll our child \_\_\_\_\_ in the 2018 Summer Camp with Sun and Stars Montessori School. I agree to adhere to the requirements as outlined in the Admission/Tuition Agreement.

I understand that:

- Tuition is not reduced due to illness, absence, holiday or other camp closure;
- Tuition, and material fees are due prior to my child's first day of school
- Summer camps must be paid in full in advance at the time of registration.
- Students are enrolled on a first come, first serve basis.
- Each session requires a 12 student minimum for enrollment. I will be notified by June 1<sup>th</sup>, should a session be cancelled, followed by a refund of fees for that session.
- Sun and Stars Montessori School reserves the right to merge programs (Ages 2-6) if enrollment does not meet minimums.
- Summer camp fees are non-refundable and non-transferable, unless the camp is cancelled.
- My signature below represents my understanding of the above listed items.

### Signature required:

The name of the payer is \_\_\_\_\_. If the payer is different from the signer of the contract below, the signer/s of the contract are responsible for payment of tuition or the balance thereof.

**I have read, understand and will comply with the information contained within this Agreement.**

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of School Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Payer (if different)

\_\_\_\_\_  
Date