

# Farmington Public Schools

## Early Childhood Program Registration 2012-13

Enrollment for the 2012-13 preschool year begins March 3, 2010 at Alameda Early Childhood Center and Farmington Community Center.

Classes are tentatively scheduled to begin the week of September 10, 2012.

### Alameda Early Childhood Center

32400 Alameda  
Farmington Hills, MI 48336  
248-489-3808

### Farmington Community School Early Childhood Center

30415 Shiawassee  
Farmington Hills, MI 48336  
248-489-3373

## EARLY CHILDHOOD PROGRAM OVERVIEW

All early childhood programs offer developmentally appropriate, play based learning environments that focus on all areas of child development including opportunities for science, gym and media enrichment. Our curriculum is aligned with the Michigan State Standards for Early Childhood. Both our centers are licensed by the State of Michigan and Accredited by the National Association for the Education of Young Children.

Giving children an early foundation for learning is an important step to school success. As children begin to learn school routines and develop relationships with peers, they will feel more secure to move onto the next transition into elementary school.

When enrolling children in preschool classes we encourage parents to keep children in the class in which they begin. Classroom placement is based on random selection, enrollment numbers and staff consultation. Teacher requests may be made, but are not guaranteed. After the end of open registration, a lottery may be held for a class that has more students than it can enroll. (Lottery information will be posted at both centers during registration).

Classes will follow the Farmington Public School vacation calendar and district emergency-closing schedule. School days missed will not be rescheduled and tuition will not be reimbursed. Transportation is not provided for tuition programs.

## REGISTRATION, WITHDRAWAL & CLASS CHANGE POLICIES

### The following must be provided upon registration:

- ✓ Copy of child's birth certificate
- ✓ Complete Student Enrollment Information Sheet
- ✓ Program Registration Form
- ✓ \$75.00 Non-Refundable Registration Fee (\$100 Non-Resident families)
- ✓ Complete Volunteer Application Form
- ✓ Complete Emergency Card

### The following must be provided before August 27, 2010:

- ✓ A green health form, including the record of immunizations signed and dated by physician
- ✓ Complete Allergy Packet (if necessary)
- ✓ Children will not be allowed to start school without these forms.

### Withdrawal/Class Change Policy:

- ✓ Payments can be made with checks, cash, MC, Visa or on the Farmington Public School web page.
- ✓ We accept Family Independence Agency (F.I.A.) payments toward tuition, checks and cash.
- ✓ The \$75 registration fee (\$100 for non-residents) is required at the time of registration and is non-refundable unless the class is cancelled by Farmington Public Schools.
- ✓ Registration fees are separate from tuition fees. See Fee Schedule.
- ✓ Children will not be permitted in class if tuition is not paid.
- ✓ There will be no refunds of tuition for field trips, school emergency or weather closings, absences, school or personal vacations or after April 1.
- ✓ Parents may withdraw children at any time with a 2-week written notice. A \$250 cancellation fee will be withheld from refund. Parents are responsible for tuition for the duration of the 2-week notice.
- ✓ Tuition paid after the due date will incur a \$10 fee for each week the payment is late.
- ✓ Returned checks will be charged a fee of \$20.
- ✓ Tuition paid in full with the first day of school is discounted by 1.5%.

# Student Enrollment Information

(must be turned in with registration fee)

Child's Last Name:	First Name:	Middle Name:
Gender:                    male                    female	Birth Date:	
Birth Place (City):	Birth Certificate Provided: Yes                    No	
Father's Name	Mother's Name	
Address:	State:	Zip:
City:	Home Phone:	
Email Address:	Cell Phone:	
Race (Optional - please check one): <input type="checkbox"/> American Indian or Alaskan <input type="checkbox"/> White, not of Hispanic Origin <input type="checkbox"/> Hispanic <input type="checkbox"/> Black, not of Hispanic Origin <input type="checkbox"/> Asian or Pacific Islander <input type="checkbox"/> Other		
Home Language:	Neighborhood Elementary School:	
Is your child toilet trained?	Yes	No
<b>Does your child have any allergies?</b>	Yes	No
If yes, your child's doctor MUST complete an allergy information packet available from the secretary. A completed packet will include current documentation of allergy, and specific instructions relating to safety for the teacher and detailed instructions for emergency care. This packet must be turned in to the office before your child will be allowed in class.		
Does your child have food restrictions?	Yes	No
Please list restrictions:		
Does your child have special needs?	Yes	No
Please Explain:		
Can we publish your Name, Address, Phone & Email in our Student Directory?	Yes	No
<b>I have received, read and agree to follow the fee and refund policy.</b>		
X Signature	Date:	
In an effort to provide a safe environment for our students, volunteers are never left alone with children. All staff and volunteers are required to complete a criminal history check.		
X Signature	Date:	
All child care centers must maintain a licensing notebook which includes all licensing inspection reports, special investigation reports and all related corrective action plans. The notebook will be available to parents for review during regular business hours. All reports from the past two years are available on the Bureau of Children and Adult Licensing website at <a href="http://www.michigan.gov/michildcare">www.michigan.gov/michildcare</a> .		
I have read the above statement.		
X Signature	Date:	
I authorize use of my child's photograph, work or videotape for purpose of publicity on channel 10 or the Farmington Websites.		
X Signature	Date:	

# FARMINGTON PUBLIC SCHOOL EARLY CHILDHOOD PROGRAM REGISTRATION FORM 2012-13

HEALTH APPRAISAL AND BIRTH CERTIFICATE REQUIRED

ALAMEDA EARLY CHILDHOOD CENTER			
PARENT/TODDLER			
MUST BE 22 MONTHS TO BEGIN, AND NOT BE OLDER THAN 3 YEARS OLD			
Friday	9:30-11:15	\$470	
2-YEAR-OLD PRESCHOOL -"ME TWO"			
MUST BE 2 YEARS OLD BY DECEMBER 1 TO ENROLL AND 2 YEARS OLD TO BEGIN Parent Involvement Required			
Tuesday & Thursday	9:15-11:45	\$1,266	
Monday & Wednesday	9:15-11:45	\$1,266	
3-YEAR-OLD PRESCHOOL			
MUST BE 3 YEARS OLD BY DECEMBER 1 TO ENROLL IN CLASS			
Monday, Wednesday, Friday	9:15-11:45	\$1,840	
Tuesday & Thursday	9:15-11:45	\$1,266	
Monday, Wednesday, Friday	12:45-3:15	\$1,840	
Tuesday & Thursday	12:45-3:15	\$1,266	
Monday through Friday	8:20-3:20	\$6,902	
KINDER 3's			
MUST BE 3 YEARS OLD BY DECEMBER 1 TO ENROLL IN CLASS			
Monday through Friday	8:20-3:20	\$6,902	
Tuesday & Thursday	8:20-3:20	\$2,760	
Monday, Wednesday, Friday	8:20-3:20	\$4,142	
4-YEAR-OLD PRESCHOOL			
MUST BE 4 YEARS OLD BY DECEMBER 1 TO ENROLL IN CLASS			
Monday, Wednesday, Friday	9:00-11:30	\$1,840	
Tuesday & Thursday	9:00-11:30	\$1,266	
Monday, Wednesday, Friday	12:30-3:00	\$1,840	
Tuesday & Thursday	12:30-3:00	\$1,266	
KINDEREADY			
MUST BE 4 YEARS OLD BY DECEMBER 1 TO ENROLL IN CLASS			
Monday through Friday	8:20-3:20	\$6,902	
Monday through Friday	8:20-11:20	\$3,220	
Monday through Friday	12:20-3:20	\$3,220	
Tuesday & Thursday	8:20-3:20	\$2,760	
Monday, Wednesday, Friday	8:20-3:20	\$4,142	

FARMINGTON COMMUNITY SCHOOL EARLY CHILDHOOD CENTER			
2-YEAR-OLD PRESCHOOL -"ME TWO"			
MUST BE 2 YEARS OLD BY DECEMBER 1 TO ENROLL AND 2 YEARS OLD TO BEGIN Parent Involvement Required			
Monday & Wednesday	9:15-11:45	\$1,266	
Tuesday & Thursday	9:15-11:45	\$1,266	
3-YEAR-OLD PRESCHOOL			
MUST BE 3 YEARS OLD BY DECEMBER 1 TO ENROLL IN CLASS			
Monday, Wednesday, Friday	9:15-11:45	\$1,840	
Tuesday & Thursday	9:15-11:45	\$1,266	
4-YEAR-OLD PRESCHOOL			
MUST BE 4 YEARS OLD BY DECEMBER 1 TO ENROLL IN CLASS			
Monday, Wednesday, Friday	9:15-11:45	\$1,840	
Tuesday & Thursday	9:15-11:45	\$1,266	
KINDEREADY			
MUST BE 4 YEARS OLD BY DECEMBER 1 TO ENROLL IN CLASS			
Monday through Thursday	12:30-3:30	\$2,576	
* FREE PROGRAMS			
REGISTER AT FARMINGTON COMMUNITY SCHOOL			
Head Start	AM/PM	3 & 4	
Great Start Readiness	AM/PM	4	
Great Start Readiness	Full Day	4	
Apex	AM/PM	4	
Apex	Full Day	4	
<b>*eligibility requirements apply for grant programs</b>			
 <b>SUNRISE &amp; SUNSET (BEFORE AND AFTER SCHOOL CARE) AVAILABLE</b>  <b>Registration required to participate Monday through Friday Hours Between 7:15 AM &amp; 6:00 PM</b>			

# FEE SCHEDULE

## REGISTRATION FEE:

A \$75.00 NON-REFUNDABLE FEE IS DUE AT ENROLLMENT (\$100 FEE FOR NON-RESIDENTS). IF CLASSES ARE CANCELLED BY THE SCHOOL DISTRICT, THIS FEE MAY BE REFUNDED.

## PRESCHOOL CLASS TUITION:

<p style="text-align: center;"><i>We will accept FIA reimbursement, cash or checks. Payments can also be made online with Payschools at <a href="http://www.Farmington.k12.mi.us">www.Farmington.k12.mi.us</a>.</i></p>		TOTAL TUITION	<i>Multiple Payment Options</i>		
			DISCOUNT PAYMENTS	QUARTERLY PAYMENTS	MONTHLY PAYMENTS
			1.5% Discount MUST be paid in full by the 1st day of school.	Due June 15, September 15, December 15 or January 15 and March 15	Due on June 15th, and then the 15th of each month, September - March
Parent Tot 1 day per week	1 3/4 Hour Program	\$470.00		\$117.50	
2 days per week	1/2 Day 2.5 Hour Program	\$1,266.00	\$1,247.00	\$316.50	\$158.25
3 days per week	1/2 Day 2.5 Hour Program	\$1,840.00	\$1,812.00	\$460.00	\$230.00
5 days per week	1/2 Day 2.5 Hour Program	\$3,106.00	\$3,059.00	\$776.50	\$388.25
Kinder 3's and Kinder Ready 2 Full days	Full Day 7 Hour Program	\$2,760.00	\$2,719.00	\$690.00	\$345.00
Kinder 3's and Kinder Ready 3 Full days	Full Day 7 Hour Program	\$4,142.00	\$4,080.00	\$1,035.50	\$517.75
Kinder Ready 4 days	1/2 day 3 Hour Program	\$2,576.00	\$2,537.00	\$644.00	\$322.00
Kinder Ready 5 days	1/2 day 3 Hour Program	\$3,220.00	\$3,172.00	\$805.00	\$402.50
Kinder 3's and Kinder Ready	Full Day 7 Hour Program	\$6,902.00	\$6,800.00	\$1,725.50	\$862.75

## OTHER FEES:

<b>SUNRISE</b>	7:15 AM -Start of AM session	\$6.40 per hour
<b>SUNSET</b>	End of PM session - 6 PM	\$6.40 per hour
<b>LUNCH BUNCH</b>	After morning session or before afternoon session	\$6.40 per hour

**LATE PAYMENT** \$10 PER WEEK after the due date.

**CANCELLATION FEE** \$250

**RETURNED CHECK FEE** \$20 PER CHECK

**FIELD TRIP/SPECIAL PROJECT** To be published as events arise.

## DUE DATES:

<b>PAID IN FULL</b>	Total payment must be received by the 1st day of school.
<b>QUARTERLY PAYMENTS</b>	Due June 15, September 15, December 15 or January 15 and March 15
<b>MONTHLY PAYMENTS</b>	Due on June 15th, and then the 15th of each month, September - March