



MONTGOMERY EARLY LEARNING CENTERS
230 Haverford Road, Wynnewood, PA 19096

Contact us at 610-658-8601 or melc.org

KINDERGARTEN JR. PROGRAM

Dear Prospective Families,

Thank you for your interest in Montgomery Early Learning Centers' Kindergarten Jr. program. The Kindergarten Jr. program offers a year of enrichment for children who have missed the cut-off for kindergarten.

Enclosed in this packet are the following:

- 2017-2018 Kindergarten Jr. Enrollment Application
- 2017-2018 Kindergarten Jr. Tuition Information
- Kindergarten Jr. Program Overview

To apply, please complete the enclosed application form and return it along with the application fee to:

Montgomery Early Learning Centers
Kindergarten Center
230 Haverford Road
Wynnewood, PA 19096

There are a limited number of slots available for this program and enrollment is based on a first come, first serve basis. Should you have any questions upon reviewing the enclosed information or you would like to schedule a visit, please feel free to call us at (610) 658-8601. We hope to see you at MELC!

Sincerely,

Stephen Cotilus
Director, MELC Lower Merion School Age Programs
scotilus@melc.org



MELC USE ONLY:

Received By: _____ New: Change: Termination:

Date Received: _____ Date Effective: _____

KINDERGARTEN JR. PROGRAM

Child's Name:	Gender:	Birth Date:	
Address Where Child Resides: Street:	City:	State:	Zip:
Child Resides With: <input type="checkbox"/> Both Parents <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Other (Please Specify) _____		Primary Language Spoken at Home:	

Parent/Guardian 1 Information

Name:	Home Phone Number:	Cell Phone Number:	
Email Address:	Employer/Workplace:		
Work Address:			Work Phone Number:
Home Address: Street:	City:	State:	Zip:

Parent/Guardian 2 Information

Name:	Home Phone Number:	Cell Phone Number:	
Email Address:	Employer/Workplace:		
Work Address:			Work Phone Number:
Home Address: Street:	City:	State:	Zip:

Please fill in the hours of care needed. Maximum 10 hours of care daily.

	Hours Available	Hours of Care Needed
Kindergarten Jr.	7:00am - 6:00pm	_____ AM to _____ PM

Does your child have an IEP? Yes No
 Do you have CCIS? Yes No

Please briefly describe any special needs, disabilities, or allergies of your child. (Continue on back if needed)

<p>Application Fee: \$25 per child at time of Application // Enrollment Fee: \$50 per family at time of Enrollment (Both Application and Enrollment Fees are Non-refundable)</p>	<p style="text-align: center;">ENROLLMENT FEE IS WAIVED IF A SIBLING IS CURRENTLY ENROLLED.</p> <p>Sibling Name: _____ Program: _____</p>
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MAIL TO: MONTGOMERY EARLY LEARNING CENTERS
 230 Haverford Road
 Wynnewood, PA 19096

Please be advised that completion of this application is not a guarantee of placement in our program. Once your application has been received, we will notify you if placement for your child is available.

Signature of Parent or Guardian: _____ **Date:** _____

KINDERGARTEN JR. PROGRAM

2017-2018 Kindergarten Jr. Tuition Schedule

Rates are based on a full time, 5 days/week schedule	Kindergarten Jr.
Monthly	\$1105
Weekly	\$255
<p>Priority is given to enrollment for full time care. Minimum service of three (3) days per week. Tuition is charged for ALL contracted days, regardless of attendance. Monthly payments are due prior to the 1st of the month beginning September 1, 2017. Weekly payments are due prior to the Monday of each week beginning September 4, 2017. Service may be terminated if payment is not received in advance of service.</p>	

Discounts

Advance payment discount

5 months paid	Save 1.5%
10 months paid	Save 3%

Sibling discount

10% discount by type of service for older siblings who are enrolled full-time

Fees are subject to rate increase, regardless of advance payment.

30-day advance notice will be given.

Additional Information

Application fee	Non-refundable charge of \$25 per child at time of application
Enrollment fee	Non-refundable charge of \$50 per family at time of enrollment
Service beyond 10 hours	Per day \$20.00 for each hour or part thereof
Late pick-up after closing time	\$25.00 per child for first quarter hour or any part; \$15.00 per child for each additional quarter hour or part. Excessive late pick-up will result in termination of service.
Late payment fee	\$25.00
Return check charge	\$50.00
Refund policy	Tuition refunds will be provided when a Termination of Service form is submitted to Center Administration at least 30 days prior to the last day of service.

We accept families funded through Child Care Information Services.

KINDERGARTEN JR. PROGRAM

What is the Kindergarten Jr. program?

Kindergarten Jr. is a full day program designed for children in-between pre-school and kindergarten, allowing them to have a learning experience which fully prepares them for kindergarten. Using the nationally recognized research based curricula, *The Creative Curriculum*, MELC builds upon a child's natural curiosity by encouraging learning through meaningful and purposeful play. This curriculum is aligned to the Common Core and Pennsylvania Early Learning Standards. Through studies of science, literacy, and mathematic concepts, teachers encourage children to think critically, solve problems, and connect ideas.

What are the daily activities in the program?

The content and learning areas include language arts, math, social studies, science and nature, art, music, and physical education. A typical day in Kindergarten Jr. begins with morning circle time, and activities during the day include large group activities, lunch, active time, child choice time (quiet activity period), centers (small group activities), and story time/ literacy activity.

Where is the program located?

The Kindergarten Jr. program is located at MELC's Kindergarten Center, 230 Haverford Road in Wynnewood. The center opens at 7:00am and closes at 6:00pm.

What is the teacher-student ratio?

MELC is licensed by the Department of Human Services and meets the required ratio of 1 teacher to every 10 students.

