



Canton Community Nursery School

125 Dowd Avenue
Canton, CT 06019
(860) 693-6146

INFORMATION SHEET 2018-2019

1. Canton Community Nursery School is a co-operative venture. The success of the program depends on you. We need your time, talents, and enthusiasm to make this year a happy and rewarding one for your child. Parents are asked to drive on field trips, help with our Halloween fundraiser and assist in the classroom on a scheduled, rotating basis. This parent participation enhances the quality of our program and helps give parents the opportunity to play an active role in their child's early learning experience.

- Parents in our three's program are asked to volunteer just 3 times during the school year in the class room.
- Parents in the four's program are asked to volunteer just 4 times during the school year. Please be sure to bring a lunch to enjoy with the class.
- Parents are asked to complete just one work day per school year. A \$150.00 fee is assessed at the beginning of the school year. Once you complete your work day we will happily refund that fee to you.

2. Children must be 3 years old by December 31st in order to enroll in preschool.

3. Children must be toilet trained.

4. **Classes offered & Schedules:**

3's Program	Tuesday and Thursday, 9:00 – 11:30 a.m.
4's Program	Monday, Wednesday, and Friday, 9:00 – 12:30
*Kindergarten Transition	Tuesday & Thursday (12:00-2:30)

*To enroll in this program children need to have been eligible for kindergarten for the current school year based on the State of Connecticut age requirement.

5. **Class Size**

3's Program	14 Student maximum, 10 minimum 2 teachers & helper
4's Program	18 Student maximum, 14 minimum 2 teachers & helper
Transition Program	5 Student minimum for program to run.

Minimum enrollment must be met in order for us to run a class.

In rare circumstances we may choose to run a class with more than the maximum number.

6. You will receive a Health Form before school begins. This is to be completed by your child's Pediatrician. The exam **MUST** have occurred within the last year. Health forms need to be updated each year. A new Health form **must be completed by your child's Pediatrician with current information and submitted to CCNS at that time. This is a state law. The initial health form is due no later than July 1st.**

7. **PLEASE NOTE:** CCNS will only administer medications that are needed for life threatening emergencies such as Benedryl, Epi-Pen, or inhaled medications. You are required to provide a copy of the prescription for the medication(s) and the medication(s) prescribed prior to the first day of class. You are also responsible for replacement of the medication prior to the expiration date. Please be aware of this policy when registering your child. We will provide you with the needed forms that need to be completed.

8. Parents volunteer their time to serve on the Board of Directors. Parents are invited to all board meetings, which are usually held on the third Tuesday of every month, 7:00 p.m. at the school. You are welcome to contact the current President or Director if you have an issue that needs to be addressed by the board.

9. We are happy to offer the Barbara Young Scholarship Fund. If you would like to apply for scholarship assistance please contact Jill Van Kirk, our treasurer, at home at 860-693-9484 for an application.

10. Tuition

Tuition for the 2018-2019 school year for the 3's program will be \$1,895. plus a \$150.00 work day fee refundable once a work day is completed. (\$29.15 per session for 65 sessions = \$11.66 per hour.)
Class runs from 9:00- 11:30 on Tuesday & Thursday.

Tuition for the 2018-2019 school year for the 4's program will be \$2,845. plus a \$150.00 work day fee refundable if a work day is completed. (\$29.94 per session for 95 sessions = \$8.55 per hour.)
Class runs from 9:00- 12:30 on Monday, Wednesday & Friday.
Children are to bring a brown bag lunch each day.

Tuition for the 2018-2019 Kindergarten Transition program will be \$1845.00 (\$28.38 per session for 65 sessions = \$ 11.35 per hour. This is for students already enrolled in our four's program)
Class runs from _____ on Tuesday & Thursday.

Tuition for the 2018-2019 school-year Kindergarten Transition program for children **not** enrolled at CCNS will be \$2295.00 (\$35.31 per session for 65 sessions = \$ 14.12 per hour.)
Class runs from _____ on Tuesday & Thursday

Please keep in mind that tuition payments are non-refundable.

11. Registration Fee

The registration fee is \$100.00 (non-refundable). Please note that there is a Pay Pal fee of \$3.20 associated with the registration fee, so your actual payment is \$103.20 for online registration. The registration fee is not applied to the school year tuition cost.

If you choose to withdraw early from the program, tuition will be due in full. A space has been reserved for your child; our school budget is dependent on each tuition being honored. If we are able to fill your space with another family we will consider issuing a partial refund based on the number of sessions remaining in the school year.

Only one registration fee is required per family should the family be registering for a 3's and 4's class concurrently. By April 1st, a \$ 400.00 (non-refundable) tuition deposit is due. The balance can be paid over nine months beginning in June.

We offer a referral incentive program to our currently enrolled families. If you recommend C.C.N.S. to a 'new' family and a new student registers, once their tuition is paid in full you will receive \$100.00. Simply ask the 'new' family to write your name on the registration form where it asks, "How did you hear about C.C.N.S.?" Each family is only eligible for one \$100.00 referral incentive.

12. Registration Information

EARLY REGISTRATION: January 31, 2018 – February 2, 2018

Early registration is open to currently enrolled students, their siblings, and alumni. The registration box and forms will be located in the classroom. **PLEASE REMEMBER** to sign the sheet on the outside of the appropriate class box when you deposit your **completed registration form and fee**. This list helps to establish priority for class assignment!

Enrollment will be on a first- come, first- served basis. Priorities for class assignment are as follows:

1. Any child currently enrolled in the four's program, at C.C.N.S. will be given first priority if remaining to do another year of the four's program for that same child. Any currently enrolled three's family will receive priority if they are remaining to do another three's program for that same child.

To receive priority the child must be registered during early registration.

2. Students currently enrolled in the three's program will be given priority for next year's four's program.

3: Alumni of CCNS will then be given priority over new families to our school.

**OPEN REGISTRATION takes place on
Saturday February 3rd, 2018 in the school from 9:00-11:00**

**ONLINE REGISTRATION
Begins on Monday, February 5th. Simply go to:
CANTONCOMMUNITYNURSERY SCHOOL.ORG**

This registration is for all families 'new' to C.C.N.S. We welcome students from all towns. We have alumni from Avon, Barkhamsted, Burlington, Canton, East Hartland, Harwinton, New Hartford, Simsbury, Winsted, Torrington and Granby.

Welcome to CCNS! If you have any questions please feel free to contact our Director Debbie Lane at 860-693-9180 or Registrar, Sarah Steniger at home 860-309-7157.