



## EAST LYME PUBLIC SCHOOLS

P.O. Box 220 • East Lyme, Connecticut 06333 • (860) 739-3966 • Fax (860) 739-1215

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### Creative Playschool Application

**2018-2019**

29 Society Road, Niantic, CT 06357

(860)-739-2922 press 8

Creative.playschool@elpsk12.org

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Dear Families,

We are very excited to be planning another great year at Creative Playschool. This year we have added some revisions to our application and enrollment process. Our goal is to make it as easy as possible. The new process will begin with an application to the program and finish with notification of a class placement and submission of enrollment paperwork. Also new this year, families participating in the co-op classes will not be required to submit fingerprints. Instead parents will be asked to submit a release that allows DCF to complete a search. This change is based on bringing consistency to district practices and finding relief options for parents from an expensive and often complicated process. Finally, we have added an hour to the 3 day co-op schedule and offered an additional session of the Explorers class. We hope you are as excited as we are to embark on a new journey of play and exploration!

We welcome your questions and look forward to getting to know your little one and your family.

To schedule a tour or to speak with a staff member directly, please contact Melissa Stedman, Program Facilitator, at (860)-739-2922 press 8 or [Melissa.stedman@elpsk12.org](mailto:Melissa.stedman@elpsk12.org)

Sincerely,

The Staff & Executive Board at Creative Playschool



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Complete the attached packet to apply.

**Application Checklist:**

- Completed Application Packet
- \$25 Application Fee (made payable to East Lyme Board of Education-Special Activities Account or ELBOE-SA) This fee is Non-Refundable. Families with more than one child applying need only submit one application fee.

Please fill out the following information completely. This information will ensure that we can reach you to confirm enrollment. Return as soon as possible to Creative Playschool attention **Melissa Stedman, Program Facilitator**

*Families will receive confirmation of enrollment within 10 business days of receipt of the application.*

Child's Name: \_\_\_\_\_ Gender: Male Female

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Child's Home Address: \_\_\_\_\_

Guardian One/Mother's Name: \_\_\_\_\_

Guardian Two/Father's Name: \_\_\_\_\_

Parent address if different from the child: \_\_\_\_\_

\_\_\_\_\_

Contact phone number: \_\_\_\_\_

Contact Email: \_\_\_\_\_

How did you hear about Creative Playschool?

Flyer Website Friend Newspaper Ad Current Family Other

*East Lyme Public Schools will inspire, engage and educate each student to become a contributing citizen and a responsible, independent, and critical thinker.*



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### Mission Statement

*It is the purpose of our school to operate through the cooperative efforts of all involved and to provide the opportunity for children to develop individual personalities, curiosity, interests and abilities.*

Parent Participation is a core value at Creative, please read and sign the following assurances as a part of the application process.

- Families are expected to attend 3 General Meetings, 1 classroom cleaning, and volunteer at the annual Creative Carnival in May.
- **Families enrolling in a cooperative class are expected to volunteer on regular rotation in the classroom to assist with the routines and activities.**
- To ensure our students safety, parent volunteers must agree to sign a volunteer agreement and complete a background check process. This process includes signing a DCF Authorization of Information for DCF CPS Search. Please note this is a requirement for students enrolled in cooperative classes.
- All students enrolled are expected to be fully potty -trained and exhibit independence in the restroom.
- Tuition fees are subject to change up to May 31<sup>st</sup>.
- Families enrolling 2 students will receive a 15% discount on the lesser of the two tuitions.
- Family preferences for classes are reviewed and accommodated when possible. The goal of our program is to provide safe learning environments for all children. To do so, we must create classes based on many factors such as age and gender in order to create balanced groups.
- Creative reserves the right to change the allocation of staff members to classes as required.
- All class times and dates are subject to the change according to the East Lyme Public Schools calendar.
- Creative reserves the right to cancel any class before August 1<sup>st</sup> based on low enrollment.
- Creative Playschool is an equal opportunity organization. All students and families will receive equal consideration for enrollment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

I have read and understand the assurances above.

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**Signed**

**Date**

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***Please check off the bubble next to each class that you wish to enroll your child in for the 2018-2019 school year. For 3 day classes you may use numerals to demonstrate a preference for one class verses another.***

Classes for children who are new to the preschool experience.. Children must turn 3 by December 31, 2018 **AND** be fully potty-trained.

	<b>2 Day Classes</b>			Annual Tuition	Monthly Payment
<input type="radio"/>	Cooperative Class	Tu/Th	9:15am – 11:45am	\$1200	\$120
<input type="radio"/>	Cooperative Class	Tu/Th	9:30am – 12:00pm	\$1200	\$120

Classes for kindergarten readiness and social skill development. Children must turn 4 by December 31, 2018

	<b>3 Day Classes</b>			Annual Tuition	Monthly Payment
<input type="radio"/>	Traditional Class	MWF	9:15am – 1:45pm	\$ 2950	\$295
<input type="radio"/>	Cooperative Class *note the new longer day*	MWF	9:30am – 1:30pm	\$2170	\$217

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	<b>2 Day STEM Class</b>	This science and math based enrichment class for students age 4 and older offers 2 sessions. Each Session will be 18 weeks long. Students may register for one or both sessions.			
<input type="radio"/>	<b>Session 1</b> September 9 <sup>th</sup> to Jan. 18 <sup>th</sup>	Tu/Th	12:45pm- 3:15pm	\$780	\$130 (6 payments)
<input type="radio"/>	<b>Session 2</b> February 4 <sup>th</sup> to June 14 <sup>th</sup>	Tu/Th	12:45pm- 3:15pm	\$780	\$130 (6 payments)

	<b>Lunch Bunch</b>	Beginning January 2019	Staying for lunch bunch is a fun way for children to have an additional opportunity to strengthen their social skills and work on independence with transitions in order to prepare for a longer school day.
<input type="radio"/>	Tues.	11:45pm- 1:15pm	\$60 per month
<input type="radio"/>	Thurs.	11:45pm – 1:15pm	\$60 per month ( opens if the Tuesday session fills)

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