



January 4, 2020

Dear Families,

Thank you for your interest in Zion's Hill Preschool Program! We hope you enjoyed your visit and found the time with our staff and information we provided to be useful.

Our registration process (open enrollment) for the 2020–2021 school year begins on January 6, 2020, and we would be thrilled for you to join us. Enclosed, you will find all necessary information and forms to enroll your child at ZHPP.

Submitting registration as soon as open enrollment begins on January 6 will improve a family's chance of getting preferred class and days. We will notify all new families about program placement no later than January 31, 2020. If you have any questions, our office staff or Board of Directors will be happy to answer them. Additionally, if you decide not to accept your placement at ZHPP, please notify us by February 21, 2020.

Again, thank you, and we look forward to welcoming you to the ZHPP community!

Best Regards,

A handwritten signature in black ink that reads "Sarah Rondeau". The signature is written in a cursive, flowing style.

Sarah Rondeau
Registration Chairperson



**Registration Packet Contents
2020–2021 School Year**

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Registration Procedures
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ZHPP Registration Procedures 2020–2021 School Year

The registration process proceeds as follows:

Complete the Registration Form (one per child) and return to ZHPP with your registration fee by **Friday, January 24**, or sooner.

Registration is completed using a rolling admission process, with first preference given to current families with the greatest number of years at the school.

Program placements will be announced by **Friday, January 31, 2020**. Class lists will be posted on a later date.

If you choose NOT to accept your child's placement, please notify our office by **Friday, February 21, 2020**.

ZHPP contracts will be mailed mid-April, with the first tuition payment due **May 15, 2020**.



2020–2021 Registration Form

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Please complete and return this application with the non-refundable registration fee of \$200.00 for your first child and \$75.00 for each additional child, payable to ZHPP.

Registering for: Two's Three's Four's Five's*

*Please note, the Five's program requires an additional \$500 non-refundable tuition payment, due upon registration.

Child's Name: _____
Last First Middle

Nickname: _____

Child's Birth Date: _____ Gender: M F

Address: _____

City, State, Zip Code: _____ Home Phone: _____

Parent/Guardian 1 Name: _____ Cell Phone: _____

Business Phone: _____ Email: _____

Parent/Guardian 2 Name: _____ Cell Phone: _____

Business Phone: _____ Email: _____

Please provide the phone number and email address to include in the PARENT DIRECTORY:

Phone: _____

Email: _____

Registration Form continued on next page



2020–2021 Registration Form

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Child's Name: _____ Child's Birth Date: _____

Check all programs for which you are registering:

Core Program (9:00 am–12:30 pm):

- Two's: Tues/Thurs Mon/Wed/Fri Mon-Fri
Three's: Mon/Wed/Fri Mon-Fri
Four's: Tues-Fri Mon-Fri

Core Program (9:00 am–12:30 pm Mon/Wed/Fri and 9:00 am–3:00 pm Tues/Thurs)

- Five's: Mon-Fri

Early Bird (two options):

- 8:00 am–9:00 am: Monday Tuesday Wednesday Thursday Friday
8:30 am–9:00 am: Monday Tuesday Wednesday Thursday Friday

Extended Day Programs (12:30 pm–3:00 pm):

Afternoon Adventures for Children in the Three's, Four's, and Five's*

- Monday: Storytelling and Dramatic Play 1st session 2nd session full year
Tuesday: Building and Design (not available for Five's) 1st session 2nd session full year
Wednesday: Spanish Language 1st session 2nd session full year
Thursday: Kids' Kitchen (not available for Five's) 1st session 2nd session full year
Friday: Stay for STEM 1st session 2nd session full year

Extensions for Children in the Two's

- Monday 1st session 2nd session full year
Tuesday 1st session 2nd session full year
Wednesday 1st session 2nd session full year
Thursday 1st session 2nd session full year
Friday 1st session 2nd session full year

*Program themes subject to change.



2020–2021 Tuition & Program Fees

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	Annual	Quarterly
TWO'S		
Two Day Program	\$4,490	\$1,122.50
Three Day Program	\$6,730	\$1,682.50
Five Day Program	\$11,220	\$2,805.00
THREE'S		
Three Day Program	\$5,250	\$1,312.50
Five Day Program	\$8,750	\$2,187.50
FOUR'S		
Four Day Program	\$6,590	\$1,647.50
Five Day Program	\$8,240	\$2,060.00
FIVE'S		
Five Day Program	\$9,860	\$2,465.00
Non-refundable Tuition Payment due upon registration	\$500	

AFTERNOON ADVENTURES FOR CHILDREN IN THE THREE'S, FOUR'S, AND FIVE'S *

Monday: Storytelling and Dramatic Play

First Session (September–December)	\$479
Second Session (January–June)	\$718
Full Year	\$1,197

Tuesday: Building and Design

First Session (September–December)	\$519
Second Session (January–June)	\$718
Full Year	\$1,237

Wednesday: Spanish Language

First Session (September–December)	\$559
Second Session (January–June)	\$718
Full Year	\$1,277

Thursday: Kids' Kitchen

First Session (September–December)	\$519
Second Session (January–June)	\$718
Full Year	\$1,237



2020–2021 Tuition & Program Fees

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Friday: Stay for STEM

First Session (September–December)	\$479
Second Session (January–June)	\$798
Full Year	\$1,277

Drop-in rate: \$42/day with 24-hour notice; \$45/day with less than 24-hour notice. Drop-ins are billed monthly. Cost for contracted full year or session(s) include a 5% discount.

**Program themes subject to change*

EXTENSIONS FOR CHILDREN IN THE TWO'S

Monday:

First Session (September–December)	\$439
Second Session (January–June)	\$718
Full Year	\$1,157

Tuesday:

First Session (September–December)	\$479
Second Session (January–June)	\$718
Full Year	\$1,197

Wednesday:

First Session (September–December)	\$519
Second Session (January–June)	\$718
Full Year	\$1,237

Thursday:

First Session (September–December)	\$479
Second Session (January–June)	\$718
Full Year	\$1,197

Friday:

First Session (September–December)	\$439
Second Session (January–June)	\$798
Full Year	\$1,237

Drop-in rate: \$42/day with 24-hour notice; \$45/day with less than 24-hour notice. Drop-ins are billed monthly. Cost for contracted full year or session(s) include a 5% discount.

EARLY BIRD**

Daily Rate (8:00 am–9:00 am, Monday through Friday, all ages)	\$14
Daily Rate (8:30 am–9:00 am, Monday through Friday, all ages)	\$8

**Early Bird is billed monthly.



2020–2021 Tuition Schedule & Policies

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Registration Fee: A non-refundable fee of \$200 made payable to Zion's Hill Preschool Program must accompany all registration forms. The registration fee for each additional child is \$75. There is also a \$500 non-refundable tuition payment due when registering for the Five's program.

Tuition Payments: Tuition is paid in four equal installments to Zion's Hill Preschool Program. ZHPP does not send invoices. Families are responsible for timely payments on or before the following dates:

1 st payment due	May 15th
2 nd payment due	September 15th
3 rd payment due	November 15th
4 th payment due	January 15th

Fees: There is a \$25 fee for returned checks.

Late payments will be subject to a \$40 late fee for every seven days that tuition is past due.

After thirty (30) days of non-payment, the classroom space will be forfeited for the remainder of the school year without a refund. Members whose accounts are not paid in full by February 15, 2021, will not be allowed to register for the following school year. Please contact the Director in advance of tuition due dates to make arrangements to avoid late payment fees.

Financial Aid: Financial aid is available on a confidential basis to families experiencing financial hardship. We strive to make financial aid available. However, due to budget limitations, Zion's Hill Preschool Program may not be able to provide financial aid to all applicants. Applications for financial aid are available from the Director. Alternative tuition payment plans may be arranged with the Director.

Rolling admission: New family applications will be accepted starting January 6, 2020, on a first come, first served basis. Families can send in an application and a \$200 registration fee and will be notified of admission and program placement by January 31, 2020.

Tuition refund policy: If you withdraw your child from ZHPP prior to the first day of school, you may be entitled to a full refund of tuition paid, less a \$100 withdrawal fee, if the following conditions are met: 1) the Director receives thirty (30) days written notice; and 2) your child's program time is filled by a new member. Please note the \$500 deposit required for registration in the Five's program is non-refundable.



2020–2021 Tuition Schedule & Policies

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If you withdraw your child from ZHPP on or after the first day of school, you may be released from your remaining tuition obligation only if your child's program time is filled by a new member. No refunds will be given for tuition payments already made.

If you relocate outside of Fairfield County, you may be entitled to a pro-rated tuition refund, less a \$100 withdrawal fee, provided the following conditions are met: 1) your child is withdrawn prior to January 15, 2021; and 2) ZHPP receives sixty (60) days written notice.

If your child is accepted into a special education services program, you will be released from your contract, and your tuition will be refunded on a pro rata basis.

If the ZHPP director determines that it is in the best interest for you to withdraw your child from ZHPP, or withdrawal of your child is necessary because the presence of the child is detrimental to the health or progress of the other children, your tuition will be refunded on a pro rata basis.



2020–2021 Program Overview

Core Programs:

Two's

Choice of a two-, three-, or five-day program (9:00 am–12:30 pm) for children who are two years of age by 12/31/20*

Two-day class: Tuesday and Thursday

Three-day class: Monday, Wednesday, and Friday

Five-day class: Monday through Friday

Three's

Choice of a three- or five-day program (9:00 am–12:30 pm) for children who are three years of age by 12/31/20*

Three-day class: Monday, Wednesday, and Friday

Five-day class: Monday through Friday

Four's

Choice of a four- or five-day program (9:00 am–12:30 pm) for children who are four years of age by 12/31/20*

Four-day class: Tuesday through Friday

Five-day class: Monday through Friday

Five's

The five-day program is recommended for children who are five years of age by 12/31/20 and have completed a Four's program.* The program runs from 9:00 am–12:30 pm on Monday, Wednesday, and Friday and 9:00 am–3:00 pm on Tuesday and Thursday.

Five-day class: Monday through Friday

*Exceptions may be made upon request and approval from the Director and Board of Directors.

Afternoon Adventures and Two's Extensions: 12:30 pm–3:00 pm

Afternoon Adventures for three, four, and five-year-olds and Two's Extensions are available Monday through Friday. Afternoon Adventures and Extensions may be contracted annually or are available for drop-in with 24-hour notice.

Early Bird 8:00 am–9:00 am or 8:30 am–9:00 am

Available Monday through Friday for all age groups and requires 24-hour notice. You may send a nut-free breakfast for your child to enjoy.



2020–2021 Afternoon Program Overview

Afternoon Adventures and Extensions

Afternoon Adventures, our wonderful extended day program for children in the Three's, Four's, and Five's, are designed so your child can learn, play, and explore a new skill in a caring and nurturing environment. Choose the day or days that appeal to your budding adventurer. The program runs from 12:30 pm–3:00 pm Mondays through Fridays and offers focused instruction, snack, and playground time. Please note program themes may be subject to change.

Monday: *Storytelling and Dramatic Play*

Your child will further develop language and communication skills, creative thinking, and literacy, while performing scenes from a favorite storybook or creating their own.

Tuesday: *Building and Design*

Watch your child's imagination soar while using a wide range of materials to build, shape, and form new projects. Please note this Afternoon Adventure is not available for children enrolled in the Five's.

Wednesday: *Spanish Language*

With the incorporation of songs, music, body movement, stories, and games, learning Spanish is loads of fun for your preschooler—the prime age for language acquisition.

Thursday: *Kids' Kitchen*

Children will explore all things kitchen-related: measuring and mixing, preparing and sampling new foods, setting a table, and playing "restaurant." Throughout it all, children learn about food and nutrition. Please note this Afternoon Adventure is not available for children enrolled in the Five's.

Friday: *Stay for STEM*

Science, Technology, Engineering, and Math, oh my! Your child's mind will be enriched through games, puzzles, activities, and observations, all geared toward a playful exploration of science and math.

Drop-In Afternoon Adventures

Afternoon Adventures are offered on a contractual basis for the year, or whenever they suit your schedule. Drop-ins are welcome based on availability. Charges for drop-in extensions are billed monthly with a drop-in rate of \$42/day with 24-hour notice and \$45/day with less than 24-hour notice.

Extensions (Two's): For the Two's, we offer an Extended Day (without the Afternoon Adventure curriculum) from 12:30 pm–3:00 pm. We find that most of the children fall asleep during the rest period.