



Purchase Community, Inc. • 3095 Purchase Street • Purchase NY 10577 • T. 914.949.2636 • F. 914.949.0955 • [www.purchasehouse.com](http://www.purchasehouse.com)

November 2021

Dear Parent:

**Registration for The Purchase Children's Center 2022–2023 school year for new students will begin on Tuesday, November 30th, 2021 at 9:30am.** We cannot guarantee space for all new students. Therefore, it is imperative that you submit your application on time when registration begins. All applications will be accepted beginning at 9:30am. Applications will be processed based on priority and the order received according to the list below.

**Priority Categories**

1. Siblings of current students enrolled in the 2021-2022 school year
2. Purchase Residents
3. Legacy Applicants: Siblings or children of former students
4. All new applicants

After November 30, 2021, please submit all applications as soon as possible.

There are three program options for three and four year olds. Three and four year olds are combined in each class.

- Ducks and Chicks (AM 1) is in the rear classroom and runs from 8:45am to 11:45am.
  - Ducks and Chicks have a Lunch Bunch Program from 11:45am to 1:15pm
- Lions and Tigers (ED1) is in the main hall classroom and runs from 9:00am to 1:30pm.
- Sharks and Guppies (ED2) is in the upstairs classroom and runs from 8:30am to 1:00pm.
  - Sharks and Guppies is the only classroom that offers Aftercare until 3:00pm.

We also offer a two year old program for children who turn two years old by December 31, 2022. The Teddy Bears (2YO) program runs from 9:00am to 11:30am.

For more information on each specific class, please speak with our Preschool Director, Barbara Paci, as soon as possible. A non-refundable deposit of \$1,800 is due with each application. Space will be based on returning student enrollment. The deposit is refundable if we cannot honor your placement request. Please return all applications to the Purchase Children's Center office.

If you have any questions about the procedure for registration, please speak to Barbara.

Sincerely,  
The Purchase Children's Center

# Purchase Children's Center Enrollment Application



## 2022 - 2023

### 3 & 4 Year Old Enrollment Application

(2018 & 2019 Birthdays)

Student's Name: \_\_\_\_\_ Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Age (as of Sept. 1, 2022): \_\_\_\_\_  
 (Last) (First) Month Day Year

Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
 (Street) (City) (State) (Zip)

Gender:  Boy  Girl Toilet Trained? Yes  No  Special Requests: \_\_\_\_\_ Application Date: \_\_\_\_\_

Allergies, Medical Conditions, or Special Needs if any: \_\_\_\_\_

<b>Ducks and Chicks 3 &amp; 4 Year Old Program (Main Level Classroom at Rear of Building) Hours: 8:45am to 11:45am</b>	
5 Days/Monday - Friday \$11,900	
<b>Lunch Bunch Program for Ducks and Chicks if interest warrants. Program Hours: 11:45am to 1:15pm</b>	
Choose the number of days per week and which days of the week you want to enroll.	
Number of Days Per Week	Which Days of the Week
5 Days \$3000	Monday
4 Days \$2400	Tuesday
3 Days \$1800	Wednesday
2 Days \$1200	Thursday
1 Day \$600	Friday

<b>Lions and Tigers 3 &amp; 4 Year Old Program (Main Level Classroom at Front of Building) Hours: 9:00am to 1:30pm</b>	
5 Days/Monday - Friday \$14,300	

<b>Sharks and Guppies 3 &amp; 4 Year Old Program (Upstairs Classroom at Front of Building) Hours: 8:30am to 1:00pm</b>	
5 Days/Monday - Friday \$14,300	
AfterCare/Monday - Friday 1:00pm to 2:00pm \$2,300	
AfterCare/Monday - Friday 2:00pm to 3:00pm \$2,300	

Please enter a second choice program if your first choice is not available: \_\_\_\_\_

- If your first-choice program is not available, we will contact you to discuss it before we process your application.

Mother or Guardian Name: \_\_\_\_\_ Home Phone (if different from student): \_\_\_\_\_  
 (Last) (First)

Address (if different from student): \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Father or Guardian Name: \_\_\_\_\_ Home Phone (if different from student): \_\_\_\_\_  
 (Last) (First)

Address (if different from student): \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Please read and sign our Enrollment Policies on the reverse side.

# Purchase Children's Center Enrollment Policies 2022 - 2023

## **REGISTRATION**

Students must be 3 years of age by December 31, 2022. Classroom selection MUST be submitted on the application. Every effort will be made to honor your classroom selection. Enrollment space is based on the number of students permitted per classroom. Applications will be processed in the order received and enrollment cannot be guaranteed.

## **PAYMENT**

A deposit check of \$1,800 per child is to accompany each application. The initial \$1800 deposit is NOT REFUNDABLE. Beginning in July 2022, invoices will be issued on the first of the month with a payment of \$1,800 per child due by the 20<sup>th</sup> of that month. Monthly billing will continue until the balance is paid. If additional charges are incurred after the balance is paid, they are due by the 20<sup>th</sup> of the month in which they are assessed.

## **REDUCTIONS AND CANCELLATIONS**

There are no refunds for a reduction in enrollment unless the student is replaced from a waiting list. Under no circumstances is the deposit refundable. No refunds or adjustments on paid or unpaid balances will be permitted. Enrollments are non-transferable. No fee or program adjustments will be granted for student absences.

## **GENERAL**

Medical reimbursement accident insurance is included in the classroom fee. The School will release children to either parent or persons authorized by same on site at any time during the day if parental arrangements for pickup have been made beforehand with the office. All visitors may be required to sign in at the office. Medical forms complete with records of up to date immunizations must be completed with doctor's and parent's signature by August 15, 2022. Due to New York State regulations, failure to comply will affect enrollment status.

I understand that the school will make my email, phone number and mailing address available to the school population for carpool and play date purposes unless directed otherwise in writing. The school is given irrevocable permission and authorization to use the child's photograph, portrait or image in connection with the school's brochure, web site, video or any other means of promotion or advertising.

Purchase Community, Inc. and Purchase Children's Center, Inc. reserves the right to refuse the enrollment of any child or to cancel this enrollment agreement at any time based on its sole and exclusive determination that the child's physical, mental, or emotional condition, would prevent that child from participating safely and satisfactorily in the programs offered; would prevent the child from interacting positively with other students or staff; or would negatively impact on Purchase Children's Center's ability to offer its fundamental services. The school can initiate the cancellation of this agreement and the dismissal of the child if, during the school year, the child or his/her agents exhibits unacceptable behavior which prevents our staff from safely supervising him/her or proves detrimental to himself/herself, other students or staff as determined by the Executive Director.

I enroll my child for the 2022 - 2023 school year and agree to the Release accompanying this application and the policies as stated herein. I further agree to abide by all school rules as outlined in the Parent Handbook which is posted on the school's website: [www.PurchaseChildrensCenter.com](http://www.PurchaseChildrensCenter.com).

Signature of Parent or Guardian

Print Name of Parent or Guardian

Student Name

Date

**Office Use Only**