



10315 20<sup>th</sup> St. S.E. | Lake Stevens, WA 98258 | (425) 334-3885

# Registration

## Fall

# 2022 - 2023

**Current Families**



Proudly Participating in Early Achievers



## **WELCOME TO SUMMER AND FALL REGISTRATION!**

**Current families** Please complete your Summer and Fall Registration Packet and return by **March 18<sup>th</sup>, 2022**, to secure your position for summer and fall. If you pull or change your summer schedule, we cannot guarantee your current schedule for the fall. If you have a request, please mark it on your pre-registration form and we will do our best to accommodate.

Wait list families will have the chance to register starting **March 21<sup>st</sup>**.

**OPEN** registration begins for new families on **Monday, April 11<sup>th</sup>, 2022**

### **COUNTRY DAWN TUITION RATES 2022-2023**

Country Dawn adjusts tuition rates annually to offset the ongoing business increases in Washington State. These costs include the rise in operating cost for food, cleaning supplies, art supplies, utilities, maintenance, licensing requirements, increased taxes, rent, etc. In addition, Country Dawn strives to hire and retain high quality teachers and staff. The employment market is very competitive, much of the increased tuition rates will be used for teacher and staff raises, benefits and trainings. Also, the increased labor standards such as sick pay, health care, retirement contributions, and recruitment, has significantly increased over the past 3 years. We currently have 44 on staff with very little overturn. The retention of high-quality teachers and staff has always been my highest priority.

Pricing for the 2022-2023 School Year will go into effect the first day of school September 7<sup>th</sup>.

Starting September 7<sup>th</sup>, we will be changing our billing to be Monthly or Bi-Monthly. Please mark on the payment agreement which works best for you.

# PRICE LIST



SCHOOL YEAR  
Fall 2022 - 2023

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Price list in effect on the first day of the 2022 - 2023 school year.

Children remain in the same classroom that they are registered in September through August.

<u>Full Day Programs:</u>	<u>Monthly Charges</u>	<u>Elevate Music Together Charge</u>
Infants (1 month-12 months as of September 2022)	\$1,850	N/A
Pre-Toddler (12 months-18 months as of September 2022)	\$1,650	\$25
Toddler (18 months-24 months as of September 2022)	\$1,650	\$25
Older Toddler (24 months-30 months as of September 2022)	\$1,550	\$25
Pre-Preschool (30 months-36 months as of September 2022)	\$1,550	\$25
Preschool (3 years as of September 2022)	\$1,450	\$25
Pre-Kindergarten (4 years as of September 2022)	\$1,450	\$25

Elevate Music Together (Pre-Toddler - Pre-Kindergarten) is \$25 billed on the 1st of each month (September - June).

<u>School Only Programs:</u>	<u>Monthly Charges</u>
Preschool T-TH School Only (3 years as of September 2022)	\$275
Pre-Kindergarten M-W-F School Only (4 years as of September 2022)	\$375
Pre-Kindergarten M-F School Only (4 years as of September 2022)	\$525

For the School Only Programs; Monthly charges are calculated to be 10 equal payments or 20 equal payments for Bi-monthly charges. (September - June)

New Child Registration and re-enrollment fees are a **non-refundable fee** of \$200 per child. Annual Registration fee is a **non-refundable fee** of \$175 per child that is due at the time of Pre-registration for the following school year.

**We do limit part time schedules of T-TH or M-W-F. Part time prices are listed on the back of this page.**

See Payment Agreement for information on 5% family discount, tuition payments, additional charges and fees.

See General Policy Statement for information on Vacation Credit.

**PART-TIME  
PRICE LIST**



**SCHOOL YEAR  
Fall 2022 - 2023**

<u>Programs</u>	<u>M-W-F Part-time</u> <u>Monthly</u>	<u>T-TH Part-time</u> <u>Monthly</u>
Infants	\$1,250	\$850
Pre-Toddler	\$1,100	\$750
Toddler	\$1,100	\$750
Older Toddler	\$1,000	\$675
Pre-Preschool	\$1,000	\$675
Preschool	\$925	\$625
Pre-Kindergarten	\$925	\$625

Elevate Music Together (Pre-Toddler - Pre-Kindergarten) is \$25 billed on the 1st of each month (September - June) for M-W-F children.

**Before & After  
School Price List**



**SCHOOL YEAR  
Fall 2022 - 2023**

Price list in effect on the first day of the 2022 - 2023 school year.

Children remain in the same classroom that they are registered in September through August.

**We are offering a AM only or PM only option.**

<u>Before &amp; After School Programs:</u>	<u>Monthly Charges</u>
<b>AM &amp; PM</b> K-5th Grade at Glenwood	<b>\$900</b>
<b>AM Only</b> K-5th Grade at Glenwood <b>M-F Only</b>	<b>\$675</b>
<b>PM Only</b> K-5th Grade at Glenwood <b>M-F Only</b>	<b>\$450</b>
<b>AM &amp; PM</b> K-5th Grade Country Dawn Transportation	<b>\$950</b>
<b>AM Only</b> K-5th Grade Country Dawn Transportation <b>M-F Only</b>	<b>\$725</b>
<b>PM Only</b> K-5th Grade Country Dawn Transportation <b>M-F Only</b>	<b>\$500</b>

	<u>Drop-in fees</u>
Drop-in fees for early release days for <b>AM only</b> K-5th Grade	<b>\$25</b>
Drop-in fees for non-school days for <b>AM only</b> K-5th Grade	<b>\$40</b>
Drop-in fees for non-school days for <b>PM only</b> K-5th Grade	<b>\$50</b>
No drop-in fees for early release days for <b>PM only</b> K-5th Grade	
There are no additional fees for the <b>AM &amp; PM</b> Before & After school program on scheduled non-school, late starts and early release days.	

**Lake Stevens School District provides transportation to and from Glenwood.**

**Country Dawn provides transportation to and from Lake Stevens School District schools. Based off registration requests we will determine which schools we will provide transportation for.**

<u>Programs</u>	<u>M-W-F Part-time</u>	<u>T-TH Part-time</u>
	<u>Monthly</u>	<u>Monthly</u>
<b>AM &amp; PM</b> K-5th at Glenwood	<b>\$650</b>	<b>\$475</b>
<b>AM &amp; PM</b> K-5th Country Dawn transports	<b>\$700</b>	<b>\$525</b>

- 1. Payment Schedule Setup:** At the time of registration you will arrange your billing period and payment due date per your Payment Agreement. Tuition payments are due in advance. Your billing period may be weekly, biweekly, bi-monthly or monthly. **All payments will be ran through Tuition Express. Payments are set up to run automatically from your checking, saving, or credit card account through Tuition Express on the agreed due date.**
- 2. Family Discount:** A **5%** family discount is given to families that have more than 1 child enrolled for full day programs (Infants - Pre-Kindergarten). Kindergarten - 5th grade students do not receive a discount during the school year. Kindergarten - 5th grade students are eligible for this discount during summer when they are enrolled for full days.
- 3. For Before and After School programs,** there are no additional fees for scheduled non-school, late starts and early dismissal days for children who attend AM & PM. There are additional fees for children in AM or PM only programs. See Before & After School Price List for more details.
- 4. Vacation credit:** Families who privately pay that are enrolled for full day programs (Infant - Pre-Kindergarten) and have been enrolled for 90 consecutive days are eligible for a maximum of 2 week vacation credit. Children may not be in attendance when using vacation credit. If you dis-enroll at any time and then re-enroll, your eligibility starts over. **Vacation credit is given by school year (September - August).** This excludes any subsidized programs.  
 Monday - Friday = 10 days, Monday - Wednesday - Friday = 6 days, Tuesday - Thursday = 4 days.
  - a. School Only Preschool and Pre-Kindergarten students **do not receive any vacation credit** but are **not** required to pay for the two weeks of Christmas Break and the one week of Spring Break.
  - b. Children who attend Kindergarten through 5th grade **do not** receive a vacation credit.
  - c. We require a minimum of at least two weeks advance notice for a vacation credit unless an exception is made by the Director.
- 5. Charges and Closures:** Charges are incurred regardless of whether your child is in attendance or not; due to a holiday, sickness, safety, weather, behavior, vacation and/or any other unforeseen circumstances.
- 6. Drop in care** will be billed at a higher daily rate and you will not receive the 5% family discount. If you drop in on a field trip day, additional field trip costs will be added.
- 7. For School Only Families,** we follow the Lake Stevens School District for school closures and late starts. If School Only Classes are cancelled due to weather, make up days will be added on at the end of the school year at no charge. If School Only Classes are cancelled due to a late start, these days are not made up. Monthly charges are calculated to be 10 equal payments or 20 equal payments for Bi-monthly charges (September - June).
- 8. New Child Registration and re-enrollment fees are a non-refundable fee of \$200 per child.**
- 9. Annual Registration fee is a non-refundable fee of \$175 per child** that is due at the time of Pre-registration for the following school year.
- 10. Elevate Music Together fee is a \$25 monthly fee** that is billed on the 1st of each month (September - June). This fee is for full day programs (Pre-Toddler - Pre-Kindergarten) excluding part time T-TH children.
- 11. Happy Feet fee:** Happy Feet is a soccer program that is an optional activity on Wednesdays. The fee will be collected by them, not Country Dawn.
- 12. A Late payment penalty of \$25** will be added to your bill for each week your payment is late.
- 13. Unpaid account balances will be turned over to Puget Sound Collections. Once Accounts have been turned over Country Dawn cannot accept payment.**
- 14. Any declined Tuition Express payments will result in a \$25.00 NSF fee.**
- 15. After hours charge** is a fee for children picked up after **6:00 P.M.** You will be charged at the rate of **\$3.00** per minute, per child. Continuing services will be evaluated if a family has 5 or more late pick ups.
- 16. The Billing Period and Payment Due Date** will be stated in writing and signed by all parties who are responsible for payment of charges for childcare services.
- 17. Termination of services for lack of payment** will happen immediately when an account becomes seriously past due. You will be notified by letter when termination of care for your child becomes necessary due to lack of payment with the exact date of termination stated in the letter. At that point your child/children will no longer be able to attend.

**Please check box here if there are no changes to payment agreement.**

<b>Circle the billing period and when your payment will be made. Payments are due in advance.</b>	
<b>BI-MONTHLY: First Half DUE 1 2 3 4 5</b> <b>Second Half DUE 15 16 17 18 19 20</b>	<b>MONTHLY: DUE</b> <b>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15</b>
<b>First &amp; Last Names of the children you have enrolled.</b>	
Guardian Name (PRINTED): _____	Signature: _____ Date: _____
Guardian Name (PRINTED): _____	Signature: _____ Date: _____

## General Policy Statement

1. **Ages:** We accept children 4 weeks through 12 years of age.
2. **Hours of operation:** Monday - Friday **5:30 A.M. - 6:00 P.M.**
3. **Sign In & Sign Out:** Anyone dropping off or picking up a child/children must sign in and out daily using electronic check in station.
4. **Price List:** Our Price List is updated annually. The new prices go into effect on the first day of school each September.
5. For monthly billing **Tuition fees are calculated to be equal payments September – August for our Infant - Pre-Kindergarten full day programs.**
6. **For Before and After School programs the tuition fees stay the same for the school year, but will change in the summer when attending full-days (see payment agreement).**
7. **Breakfast & Snack Menus** are planned and posted monthly.
8. **BREAKFAST** is served before 7:30 A.M. at no extra charge. If your child does not wish to eat what is on the menu at Country Dawn please have your child eat breakfast at home. Please do not bring in any food or drinks for breakfast.
9. **SNACKS** are served mid morning & mid afternoon at no extra charge. If your child has a special dietary needs please send necessary food items to Country Dawn each day for the morning and afternoon snacks.
10. **LUNCH:** For an additional fee you may order a lunch through Country Dawn at the front desk or you can send a peanut-free packed lunch. Country Dawn provides milk with lunch at no extra charge. Please send your child's lunch in a lunch container with an ice pack daily. Country Dawn does have microwaves in our classrooms and can heat up lunch items that take no longer than 1 minute to heat up. Lunches must include a serving of protein, grain, dairy, fruit and vegetable.
11. **Dis-enrolling:** Country Dawn requires two weeks written notice prior to dis-enrolling from our programs.
12. If your child is sent home due to safety of another child and/or staff, your child is not allowed to come back to Country Dawn until the next school day.
13. **Termination:** Country Dawn has the right to terminate care immediately due to safety of the child involved, other children and/or staff.
14. **No make-up days:** No deductions or make-up days are permitted due to sickness, weather, snow, holidays, or for personal reasons.
  - a. **For School Only Families,** we follow the Lake Stevens School District for school closures and late starts. If classes are cancelled due to closures, make up days will be added on at the end of the school year at no charge. If classes are cancelled due to a late start, these days are not made up, unless more than 3 days are cancelled.
15. **Field Trips:** Advance notice is given for all field trips with date, departure & return time, destination, and cost if any.
16. **Saturday Night Care:** Is offered on the 2nd Saturday of each month for an extra fee. Sign up at the front desk with a \$20 cash deposit.
17. **Anyone picking up a child who are impaired by either alcohol or drugs will not be allowed to pickup their child/children, and law enforcement will be contacted.**
18. **Drop Off Time:** We ask for all children to be dropped off before 11:00 A.M. each day, unless other arrangements have been made with the front desk staff. This helps with daily scheduling and avoids disruption of rest time.
19. **Maximum daily hours:** Children may remain in our care a maximum of 10 hours a day. If you need to extend the time based upon parent/guardian's typical work schedule and travel time, a written daily work schedule is needed for your child's file.
20. **Peanuts:** We are a **peanut free school** due to the extremely severe allergic reactions some children have to them. We do not allow any food items that contain or may contain peanuts or that are made in a facility with peanuts. If we have a child with any other severe allergies, we will make their classroom environment free of that item as well.
21. **All Preschool and Pre-Kindergarten children must be potty trained** to be enrolled in the Preschool and Pre-Kindergarten classes.
22. **Center Handbooks:** The Parent Handbook and Crisis Disaster Handbook are available to view online at [countrydawnpreschool.com](http://countrydawnpreschool.com) under the "Country Dawn Center Handbooks" tab. Hard copies of these handbooks are available upon request.
23. **Photograph of Children:** We produce a School Year Book with photos of all of our children and staff and we allow our teachers to take pictures of children for the purpose of classroom projects, which may be posted in the classroom or shared with other children in the class and their families when the projects are sent home or sent through Procure or Parent/Guardian emails. We may photograph or record your child and use them on Country Dawn's Facebook or Instagram accounts. **You have the option to allow your child's photo to be taken for the purposes described above or not. Please indicate your preference by signing the appropriate statement below.**

**I AGREE TO ALLOW** my child's photo to be taken for Country Dawn's Year Book, and for class projects that may be posted in the classroom, or shared with the children and families at Country Dawn. **Parent / Guardian Signature:** \_\_\_\_\_

**I AGREE TO ALLOW** my child's photo and audio-visual recordings to be posted on Country Dawn's Facebook and Instagram accounts. **Parent / Guardian Signature:** \_\_\_\_\_

**I DO NOT WANT MY CHILD'S PHOTO TAKEN FOR ANY PURPOSE.** **Parent / Guardian Signature:** \_\_\_\_\_

**Indicate that you have read and understood all of the statements listed above by printing your full legal name, signing your full legal signature, and dating the appropriate line or lines below.**

**Child's Name:** \_\_\_\_\_

**Parent / Guardian:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent / Guardian:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>Child's full legal name:</b>			
First:	Middle:	Last:	Birthdate:
Full Legal Names of Parents/Guardians LIVING IN THE CHILD'S RESIDENCE			Home Phone:
First:	Middle:	Last:	Cell Phone:
Email Address:			Cell Phone Provider:
			Work Phone:
First:	Middle:	Last:	Cell Phone:
Email Address:			Cell Phone Provider:
			Work Phone:
Home Address: Street:		City:	Zip:
Mailing Address: (If Different)			
Names of child's biological Parents or other persons NOT LIVING IN CHILD'S RESIDENCE that have financial responsibility, custodial or visitation rights:			
Mailing Address:			Phone:
Please list any allergies or medical conditions your child may have.			
Parent or Guardian Signature _____			Date _____

**ALL PROGRAM PLACEMENTS ARE DONE ACCORDING TO CHILD'S BIRTHDATE AS OF SEPTEMBER 1st.**

PLEASE CIRCLE THE DAYS YOUR CHILD WILL BE ATTENDING ... MON. TUE. WED. THUR. FRI.

Child's (APPROXIMATE) ARRIVAL TIME: ( ) (APPROXIMATE) DEPARTURE TIME: ( )

**New Child Registration and re-enrollment fees are a non-refundable fee of \$200 per child. Annual registration fee is for current families and is a non-refundable fee of \$175 per child and due at the time of registration for the following school year and will be ran with your next scheduled payment.**

**PROGRAMS at the Main Building**

- Infant
- Pre-Toddler
- Toddler
- Older Toddler
- Pre-Preschool
- Full Day Preschool (Must be potty trained)
- Full Day Pre-Kindergarten (Must be potty trained)

Your Comments:

**PROGRAMS at the Kindergarten Center**

- School Only Preschool - 9:45AM - 1:15PM - Tuesday-Thursday (Must be potty trained)
- School Only Pre-Kindergarten - 9:45AM - 1:15PM - Monday-Wednesday-Friday (Must be potty trained)
- School Only Pre-Kindergarten - 9:30AM - 1:00PM - Monday-Friday (Must be potty trained)
- AM & PM** Kindergarten-5th Grade Before and After Care
- AM Only** Kindergarten-5th Grade Before and After Care
- PM Only** Kindergarten-5th Grade Before and After Care

Name of School: \_\_\_\_\_ Grade: \_\_\_\_\_

Please mark payment type:  Private Pay  Subsidized Pay

<b>OFFICE USE ONLY</b>	Date Form Received:	Child's Start Date:
Waitlist: Yes No	Scanned to teacher: Yes No	School Only:
New Child Registration and Re-Enrollment Fee \$200		Before & After:
Annual Registration Fee \$175:		Part Time:
Fingerprints Done: Yes No		Full Time:
Procure Welcome Email Sent: Yes No		Severe Allergy: Yes No