



Allison Tankel, Early Childhood Director
allison@summitjcc.org
Amy Weinstock, Assistant Director
amy@summitjcc.org

New Families Registration 2022-2023 School Year

Dear Parents:

Welcome to the Summit JCC Early Learning Center. Choosing a school for your family is an important decision. Thank you for considering our school as the first step in your child's formal education.

We strive to offer a quality, nurturing, and safe learning environment for your young child. The ELC welcomes students and families of any religion, race, color, national or ethnic origin or family structure. Your child will have the opportunity to learn to play with his or her peers and explore the world around them. Various sensory activities, both teacher led and student initiated, will allow for your child to grow into an independent thinker. We also foster an understanding of and appreciation for Jewish culture and instill respect for oneself and others.

Our curriculum is based on learning through play. This approach will allow us to spend a great deal of time on different projects, reading, math, art and music, all while learning about becoming active citizens in our community. The children participate in our multi-faceted curriculum throughout the day including outdoor and indoor active play and exploration, as well as specials such as Yoga, Spanish, and Hebrew. We pride our program on its low teacher to student ratio to provide all students the individualized attention they need to be successful learners. We are looking forward to working with you and your child during the upcoming school year!

We are excited to begin the registration process for the 2022-2023 school year.

If you are interested, kindly fill out the attached application form and submit it with a \$125.00 non-refundable application fee. A \$500 non-refundable deposit is due by February 11, 2022. Checks can be made payable to Summit JCC ELC or you can venmo payment to Venmo: **Congregation Ohr Shalom SJCC - @COS-SJCC Code: 6584. Please indicate what the amount is for.**

If you have any questions regarding the registration process feel free to contact us at (908)277-3919 or via email at Allison@summitjcc.org or Amy@summitjcc.org. Welcome to our school!

Warmly,
Allison Tankel and Amy Weinstock

67 Kent Place Boulevard * Summit, NJ 07901 * 908-277-3919
www.summitjccelc.org

CLASS DESCRIPTIONS

DOODLEBUGS (Junior Twos)

Children must be turning 2 years old between October 1, 2022 and March 31, 2023. Parents have the option of enrolling a child for **2 mornings**. Class meets from 9:00am – 11:00am.

SEEDLINGS (Twos)

Children must be 2 years old by September 30, 2022. Parents have the option of enrolling a child for **3, 4, or 5 half or full days**. Class meets from 9:00am – 12:00pm or 9:00am-2:00pm.

SPROUTS (Threes)

Children must be 3 years old by September 30, 2022. Parents have the option of enrolling a child for **3 long days and 2 short days, 4 half days, 4 full days, 5 half days or 5 full days**. Class meets from 9:00 a.m. to 12:30 pm or 9:00am – 2:00pm.

TREES (Pre K/Fours)

Children must be 4 years old by September 30, 2022. Parents have the option of enrolling a child for **5 days** from 9:00am – 2:00pm.

****For children under the age of 4 will have a rest period for a minimum of 30 minutes****

EARLY CARE (all ages) 8:30am-9:00am

The children in this program may be dropped off before school begins and participate in structured playtime for 1 to 5 days a week.

STAY AND PLAY FUN (Seedlings, Sprouts and Trees) –2:00pm – 3:00pm(Monday-Thursday)

The children in this program may extend their day from 2:00pm–3:00pm and participate in structured playtime for 1 to 4 days a week. There is no class on Fridays.



Summit JCC Early Learning Center

2022-2023 Registration Form

Please submit one form per child. Please print clearly.

Child's Full Name _____ Child's Date of Birth ____/____/____ Gender: _____

Street Address _____ City _____ State _____ Zip _____

Home Phone () _____ Preferred Email _____

Parent/Guardian 1: Name:	Parent/Guardian 2: Name:
Address: <i>(if different from above):</i>	Address: <i>(if different from above):</i>
Cell Phone:	Cell Phone:
Employer Name / Address:	Employer Name / Address:
Business Phone:	Business Phone:
Email:	Email:

New Families: Tell us who referred you to our school and the family will receive a \$100 tuition credit.

Referred by: _____

Are you a COS-SJCC member (circle one): Yes or No Year joined: _____

DOODLEBUGS JUNIOR TWOS 18-24 MONTHS OLD children

(must be 2 years old between 10/1/22 and 3/31/23), Class begins on September 19th.

CHOICE	CLASS	DAYS	TIMES	TUITION
	2 Mornings	M,W	9:00 – 11:00am	\$2,310

SEEDLINGS 2 to 3 YEAR OLD PROGRAM (must be 2 by 9/30/2022)

CHOICE	CLASS	DAYS	TIMES	TUITION
	3 Mornings	T,TH,F	9:00 – 12:00pm	\$4,620
	4 Mornings	T-F	9:00 – 12:00pm	\$6,010
	4 Full Days	T-F	9:00 – 2:00pm	\$8,380
	5 Mornings	M-F	9:00 – 12:00pm	\$7,230
	5 Full Days	M-F	9:00 – 2:00pm	\$10,410

- ***Full Day class options will include the following enrichments.** (Science, Art, Music, Yoga, Soccer, Spanish) Enrichment offerings may be subject to change.
- There is a minimum number of students needed to run all programs.
- A 3 Full day option is available on request.

SPROUTS_3 to 4 YEAR OLD PROGRAM (must be 3 by 9/30/22)

CHOICE	CLASS	DAYS	TIMES	TUITION
	3 Long Days, 2 Short Days	M, W, TH (LD's) T, F (SD's)	9:00 – 2:00pm (LD)* 9:00 – 12:30pm (SD)	\$9,300
	4 Half Days	T-F	9:00 – 12:30pm	\$6,770
	4 Full Days	T-F	9:00 – 2:00pm*	\$8,460
	5 Half Days	M-F	9:00 – 12:30pm	\$7,960
	5 Full Days	M-F	9:00 - 2:00pm*	\$10,500

- ***Full Day class options will include the following enrichments.** (Science, Art, Music, Yoga, Soccer, Spanish) *Enrichment offerings may be subject to change.*
- There is a minimum number of students needed to run all programs.

TREES_4 to 5 YEAR OLD PRE-K PROGRAM (must be 4 by 9/30/22)

CHOICE	CLASS	DAYS	TIMES	TUITION
	5 Full Days	M-F	9:00-2:00pm	\$10,500

- The Trees Full Day includes an enriched academic day and the **following enrichments.** (Science, Music, Yoga, Soccer, Spanish) *Enrichment offerings may be subject to change.*
- There is a minimum number of students needed to run all programs.

EARLY CARE AND STAY AND PLAY (offered for our Seedlings, Sprouts and Trees)

	Early Care Hours	M-F*	8:30am – 9:00am	\$1,040
	Stay and Play	M-TH**	2:00 – 3:00pm	\$1,610

**SJCC EARLY LEARNING CENTER 2022-2023
REGISTRATION, CONTRACT AND TUITION POLICIES**

- Upon registration, we require a non-refundable registration fee of \$125 (per application). Please make checks payable to the Summit JCC ELC.
- **There is a 5% non-refundable security fee surcharge per child.** This will be billed on July 1 along with the July 1 tuition payment.
- **COS-SJCC Members Discount:** Any COS-SJCC paying Member in good standing will receive a 10% decrease in **tuition** fees. This does not apply to early care/extended days' classes.
- **Sibling discount:** Parents enrolling more than one child will pay full tuition for the highest tuition amount and 10% less for each additional child (for morning program tuition only).
- First tuition payment of \$500 is due on February 11, 2022. Remaining equal payments are due on July 1, 2022 and November 1, 2022.
- Payment plans are available for those in need.
- For SJCC-ELC families who have a child enrolled in our 2's, 3's or Pre-K morning programs (and whose eldest child is Kindergarten-aged or younger), **COS-SJCC Membership will be included in your tuition** for the upcoming school year. The membership will remain active through June 30, 2022 for families enrolled in good standing. See next page for details.
- THERE WILL BE A \$30 FEE FOR ANY RETURNED CHECKS.

REFUND POLICY

- No credit or refund is available for illness, safety, holidays, vacations, inclement weather, early withdrawals or any other emergency.
- Refunds cannot be made for temporary withdrawals or absences. A 30-day written notice of withdrawal is required prior to the effective date of withdrawal due to relocation (determined by a primary house move of over a 15 mile distance).
- Any mutually agreed upon permanent change to a student's program may require a written 30 day notice and may be subject to an administrative fee. Any refund of tuition under this policy will be made on a pro-rated basis.
- Any withdrawal made from the start of the registration period through February 11, 2022 (will result in a refund of the deposit paid, **minus** the non-refundable application fee.
- If you wish to decrease the number of days attended in any manner, the request must be made in writing by June 15, 2022. Any decrease in hours or days attended between June 15, 2022 and August 1, 2022 will only receive 50% of the amount refunded. Any decrease in hours or days attended made between August 1, 2022 and September 2, 2022 will only receive 75% of the amount refunded. After September 3, any decrease in hours or days will not be refunded. *A \$25.00 administration fee may be imposed for multiple schedule changes.
- If, at the Director's discretion, it is determined that our program is inappropriate for a particular child's needs prior to the child attending school, then the deposit will be refunded. If the Director feels that, after a reasonable length of time, a child has not adjusted to school and should not attend, tuition will be refunded on a pro-rated basis.

- **Classes will be filled on a first-come, first-served basis.**

The SJCC ELC reserves the right to modify or cancel a class due to insufficient enrollment.

IMMUNIZATION POLICY

- Every child who is enrolled at the Summit JCC Early Learning Center must be up-to-date on all immunizations required for children his or her age by the NJ State Department of Health and must have a Universal Health Form, signed by the physician and an Immunization Record filed with the school office before the child enters our program.
 - **** New for the 2022-2023 school year: all children may be required to have the SARS COVID-19 Vaccination to attend our program (as available).**
- For the safety of our student body and professional staff we reserve the right to decline any enrollment without proper documentation from your child's health care provider. (including but not limited to confirmation of all required vaccinations notwithstanding any asserted religious exemptions)

REGISTRATION/TUITION PAYMENT CONTRACT

By signing this document, I acknowledge that I have read and understand this form, and I consent to the registration, withdrawal, and immunization policies outlined above.

I further agree to the Tuition Policies, Security Fees and Payment Plan listed above. I agree to make the deposit and all other payments due to the Summit JCC ELC by the dates listed above.

Parent Name: _____ Parent (Signature) _____ Date: _____

MEMBERSHIP TO THE COS-SJCC

Membership to the COS-SJCC: We are excited to welcome you to the Summit JCC Early Learning Center community. For families who are currently enrolled in our school, we are pleased to offer free temple membership for families whose oldest child is Kindergarten-aged or younger. This membership remains active through June 30, 2023 for families enrolled in good standing.

_____ I would like to take advantage of the free membership to the COS-SJCC for the 2022-2023 school year, and my eldest child is Kindergarten age and younger.

_____ I am interested in learning more about the COS-SJCC. My eldest child is first grade and older.