

2023-2024

New College Child Center

Registration Packet

**The Mission**

New College Child Center is an early learning center serving the New College campus and surrounding community. We provide a structured, nurturing educational environment focused on the development of the whole child through self-rewarding activities, exploration, and both individualized and social learning. We guide students as they develop into thoughtful, self-confident individuals who love to learn, and who are empowered to navigate their environment and their community with respect and intention

 New College Child Center Application

Parent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: ( ) \_\_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_ or ( ) \_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_

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

Affiliation with New College: Faculty/Alumni Staff Student

Name of Child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ D.O.B \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Enrollment Schedule

Full time (7:45-5:30, M-F)

Part Time 3 days (M,W,F)

Part Time 2 days (T,Th)

VPK (9:00-12:00) w/ Full time wrap

VPK Only (9:00-12:00, M-F)

**Tuition Rates**

\* Subject to change

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***Full Time, per month***

$963 No affiliation with New College

$935 New College faculty and alumni

$869 New College staff

$748 New College students

***Part-Time, per month***

$710 Three days per week (MWF)

$589 Two days per week (TTh)

***Wraparound Care***

$682 Full time

$495 Three days per week (MWF)

$407 Two days per week (TTH)

Sibling Discount of 20% on the second child with lower tuition or same tuition

New College Child Center Acknowledgment Form

I have received information on where to obtain a copy of the New College Child Center parent handbook, read it and understand all its contents.

I am aware that New College Child Center will perform developmental screenings, VPK Assessments, and C.L.A.S.S.(a flexible tool that focuses on the heart of great teaching: the teacher-student interactions proven to drive learning and development)

I have received a copy of the RILA Wilson Act/have seen one posted in the center

I have received and signed a copy of the FLU brochure and Distracted Adult

Parent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 New College Child Center

Important Dates to Remember

2023-2024

August 7 - First Day of School

September 4- Labor Day (No School)

November 20-24- Thanksgiving Break (No School)

December 21-January 5- Winter Break (No School)

January 15- Martin Luther King Jr Day (No School)

February 19- Presidents Day (No School)

March 11-15- Spring Break (No School)

March 29 -Good Friday (No School)

May 24- Last Day of School

May 27- Memorial Day (No School)

May 28 -May 31- Summer Break (No School)

June 3-June 28 - Summer Session 1

July 1- July 26- Summer Session 2

July 4- Independence Day (closed)

**\* Registration for summer will open Monday April 29, 2024. (NO VPK means the center will be open, but no VPK for the day. VPK students are still able to attend on NO VPK days for a surcharge.)**

New College Child Center

Photo, Video, and Information Release Form

This form applies to this child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As we participate in school and community activities, we may have opportunity to take photographs of your child, and we may wish to see these photographs in some of the ways described below. Please indicate whether we have your permission to use photographs of your child in these ways:

Photographs or videos on the centers website Yes No

Photographs on printed promotional materials Yes No

Photographs posted within the center Yes No

Photographs or videos to the News Media Yes No

Photos or videos on NCCC Facebook Page Yes No

**Conditions of Use**

* The permission granted by this form will remain in effect until superseded by any subsequent form you may submit with respect to the child.
* Any particular photograph or video of a child on the Center’s website or the use of a child’s name in association with the photo or video on the website, will be deleted from the website if the child’s parent or guardian requests the deletion in writing.
* Any particular photograph of a child posted with the chitter building will be taken down if the child’s parent or guardian requests so in writing.
* At the request of a child’s parent or guardian, the Center will refrain from using any photographs of a child on future promotional materials (brochures or flyers) that are printed. However, the Center reserves the right to use any brochures or flyers that do contain a photograph of a child, as long as the brochure or flyer was submitted for printing while the Center had permission to use photographs of that child for that purpose.
* If more than one parent or legal guardian submits a form for a particular child, the Center will honor the more restrictive requests with respect to that child.

Parent or Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent or Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**New College Child Center, Inc**

**Acknowledgment, Waiver and Release**

I am enrolling my child in the New College Child Center, Inc located at 540 58th Street, Sarasota, Florida. I understand that the facility is leased from New College and is located adjacent to the campus of New College of Florida. I acknowledge that there are risks of injury incident to attendance at a day care center. I assume all risks involved in participation in the day care center including risks to me, my family, and/or my child. I hereby release the State of Florida, the New College of Florida Board of Trustees, the New College Foundation, Inc, their agents, officers, members and employees, from any and all liability for any actions, causes of action, damages, claims or demands which I or my heirs, executors, administrators or assigns may have for any personal injuries, known or unknown, which may be incurred while participating in the New College Child Center.

As the parent or guardian of the below named child, I hereby consent to the child’s participation in the New College Child Center.

Full Name of Child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent or Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship to child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**New College Child Center**

**Field Trip Permission Slip**

Dear parents, we will be having weekly field trip with the children in an effort to enhance their educational experience here at the child center. The purpose of the walks is to have the children explore the New College campus, learn about plants and animals, and be able to retell what was discovered on the walk.

We will also practice safely crossing the street, following directions and partner walking (learning how to stay with the group and remembering who your walk buddy is.)

According to the Department of Children and Families regulations we will need to have a signed permission slip on file for each student.

Please sign this form giving your consent for your child to participate in this activity. Parents are always invited to join us on our walks. We will go on the walks several times per week once in the morning and once in the afternoon. The morning walks will be around 10 AM and we will return to school by 12 noon. The afternoon walks will be around 1 PM and we will return to school by 3 PM.

Before each walk the children will have sunscreen and bug spray applied by a staff member. Please remember that sunscreen and bug spray Is considered medication and must be provided by a parent with a signed release form.

Once you have signed the form please give it to Saran in the office or Ms. Mydahlia.

Thank You,

By signing below, I give permission for my child to participate in planned and unplanned field trips during the 2021-2022 school year on a weekly basis.

Parent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NCCC 2023-2024 VPK Attendance Policy**

Each VPK student must be signed in and out by their parents daily. This sign out will be on paper as a sign in/out sheet or electronically on a tablet with a PIN number. If NCCC is using a tablet and PIN number, all PIN numbers will require the associated parent signature to be kept on file. At the end of each month the parents will need to verify by signature that the attendance reported to the Early Learning Coalition of Sarasota is accurate. **VPK starts at 9a.m. and all children are expected to be in class and ready to start by 9 a.m.**

**New College Child Center Disciplinary Policy**

Discipline at the center is handled by giving choices when appropriate and guiding children to the right choices. At this young age, they are learning rules and are at the very beginning of their social lives. We allow that they will need guidance and we help the children to learn how to share and cooperate with others. Short timeouts will be used for older children who repeatedly break rules that need keeping or are violent with other children. Timeouts are used as a way for children to be removed from a difficult situation and given time to think about the choice they made that was unacceptable and possibly try to come up with a better choice. Before children get up from their time out, they will be helped to understand why they are there and what they can do differently in the same situation. We positively reinforce good manners and choices and practice both.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Frequently Asked Questions**

**If my child is VPK do they have to attend school every day, or can they be part time?** All VPK students are expected to complete 540 hours of instructional time, as indicated in the contract they signed with the Early Learning Coalition. VPK is only 3 hours per day, and students are expected to be in attendance 5 days per week (unless the center is closed for holidays).

**Are VPK students allowed to take vacation time?** Yes, VPK students can take vacation time, but it can not exceed 5 days in one month. Once a child has missed 5 days, the Early Learning Coalition is no longer paying for the child to be in attendance. If this is the case, and parents would like to take more time off, they are responsible for paying tuition for wrap services to secure their spot while on vacation. It is the parent’s responsibility to contact the Early Learning Coalition prior to any vacations and advise them as such, New College Child Center will not contact the coalition for you, we will only report absences as we are required.

**Can I add my unborn child to the waitlist and a spot be saved for me?** Yes, if you the parent are willing to pay tuition during the time the spot is being held. We can not hold spots for students without tuition payment as then New College Child Center is in jeopardy of losing money.

**If I pay the registration fee, is my spot secure?** Yes, we at New College Child Center will not take your registration payment if we cannot ensure a spot will be available for you. We will not take your registration fee to secure a future spot, this is only done when monthly payments along with the registration fee are paid on the 1st of every month until said start date for your child.

**What is the latest time I can drop my child off at school?** New College Child Center is open M-F 7:30-5:30 with VPK beginning promptly at 9. To avoid distractions/interruptions, we ask that all children be present and ready to learn by 9a.m., unless there is a scheduled appointment that the director or office manager have previously been made aware of and approved.

**If VPK is closed does that mean the entire center is closed?** No, if VPK is closed that means only those children with a VPK certificate are off. Parents of VPK students do have the option to pay privately for their child/ren to attend on the days VPK is closed. The center is only closed on those dates outlined in the New College Child Center 2019-2020 calendar (located on the website and in your registration packet).

**Does New College Child Center have committees and are parents allowed to be a part of them?** Yes, New College Child Center does have committees and parents are strongly encouraged to join one. You may get a list of these committees and duties from the Director or Office Manager.

**Will any assessments be conducted on my child while in the center?** Yes, we conduct an Ages and Stages Questionnaire on children in our care which gives us a clearer outlook on where the child is developmentally. This questionnaire will also help determine if a child needs further services to assist in their development such as speech therapy or occupational therapy. All Ages and Stages that are completed by teaching staff will result in the parent receiving a copy and the center retaining a signed copy showing proof the parent received a copy. For VPK students their will be three assessments conducted throughout the school year which shows growth from day one of entering the program. VPK Parents will receive a copy of each assessment as there are given.