

## Little Pals Preschool, Ltd.

121 Harriman Heights Road, Monroe NY 10950  
845-783-3006; littlepalsmonroe@gmail.com

### COMMITMENT REGISTRATION

September 2024— June 2025

Child's Name: \_\_\_\_\_ Sex: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
First Middle Last

Home or Best Phone #: \_\_\_\_\_ Current Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Home Address: \_\_\_\_\_  
Street City Zip

Parent 1: \_\_\_\_\_ Parent 1 cell/alternate phone: \_\_\_\_\_  
(please circle) Mother Father Guardian

Parent 2: \_\_\_\_\_ Parent 2 cell/alternate phone: \_\_\_\_\_  
(please circle) Mother Father Guardian

Email address 1: \_\_\_\_\_

Email address 2: \_\_\_\_\_

*(The majority of communication from Little Pals is by email; **please print clearly**)*

Please Indicate Typical start and end hours: \_\_\_\_\_

**Step 1 Toddlers**

**Step 2 Toddlers**

### Half or Full Day

- There are two Toddler programs. The Step 1 class starts at 18 months, and the Step 2 class is for older toddlers, typically closer to 2 1/2. Step 2 Toddlers may be age appropriate for our 3 year old program, however, not yet potty trained by the start of school in September.
- We strongly recommend that for consistency, part-time students attend MWF or TuTh
- September 2024 tuition payment is due by June 7, 2024.
- A \$125 registration fee is assessed annually for all students and is due at the time of registration.

### Half Day

MORNING SESSION: 9:00 am – 11:30 am

#### Monthly Tuition

- 2 half days: Tues/Thurs  \$265  
 3 half days: Mon/Wed/Fri  \$306  
 4 half days:  \$405  
 5 half days:  \$462

*Please circle days:*

Monday Tuesday Wednesday Thursday Friday

### Full Day

FULL DAY 9:00 am - 3:00 pm

EXTENDED DAY\* 7:30 am—6:00 pm

#### Monthly Tuition

- 2 full days a week:  \$450  2 Extended Days \$775  
 3 day:  \$565  3 Extended Days \$1060  
 4 day:  \$695  4 Extended Days \$1360  
 5 day:  \$835  5 Extended Days \$1565

*Please circle days:*

Monday Tuesday Wednesday Thursday Friday

**\*Extended Day** - as much care as you need between 7:30 am and 6:00 pm.

**Hourly before and aftercare** is \$11.00 for any part of an hour if paying regular monthly tuition .

## PARENT AGREEMENT

- A well balanced lunch and snacks **must be provided by the family**. Toddlers will only be given food sent in by parents/care givers.
- All bedding, extra clothing, milk/juice, diapers, wipes, and ointments must be supplied by the family. All items must be labeled with the child's name.
- The annual registration fee of \$125 accompanies this application and reserves a spot for my child for September 2024. This covers insurance and administrative fees for the 2024-2025 school year. **The registration fee is non-refundable.**
- I agree to submit all forms, including an up-to-date physical and immunization records, and a copy of both parents (and guardians) driver's licenses (see transportation policy in Student Information form packet) by June 7, 2024. **Students will not be permitted to attend without all paperwork , and physical and immunization records submitted and the first month's tuition paid.**

**I understand that Little Pals Preschool is not open during Christmas and Easter breaks, as well as the other dates indicated on the annual calendar (calendar available in June 2024). Daycare may be available on some break days. See Holidays and Breaks below.**

## FINANCIAL INFORMATION & AGREEMENT

- I agree to pay September tuition by June 7, 2024. I understand that I will forfeit my child's placement at Little Pals if I do not pay the first month's tuition by June 7, 2024.
- I understand my second tuition payment is due no later than September 1, 2024, and the first of each month thereafter. My last payment for the 2024-25 school year is due May 1, 2025 for 10 month commitment and August 1, 2025 for 12 month commitment.
- Tuition can be paid by check or cash. **September 2024 tuition (tuition due by June 7, 2024) must be made by check, cash or money order.**
- By agreeing to pay tuition by the first of each month, I understand that a late fee of \$25 will be charged if tuition is received after the 7<sup>th</sup> of the month.
- I also understand that the fee for returned checks is \$30.00. If a second check is returned, all future payments will be made by cash or money order.
- I agree that any hourly before and aftercare fees (\$11.00 for any part of an hour) will be paid in full the week after they are incurred.
- I understand that the monthly tuition reflects the total program tuition divided over a payment period of ten months and therefore **is not pro-rated due to holidays, illness, mandated closures, weather related closures, vacations or cancellations**. I understand that there are no discounts, make ups, credits or refunds for these or any other unforeseen circumstances.
- **Holidays and Breaks:** I understand Little Pals Preschool and Daycare will be closed on major holidays. Little Pals is also closed for Christmas and Easter breaks, the last week of June and the last two weeks in August. Our annual calendar with exact dates will be available in June 2024.
  - a. Child care during holiday and breaks on published daycare dates is not included in regular full day (9am—3pm with or without daycare hours) tuition. However, child care may be available (at an additional cost) if there is sufficient interest. Sign-up & payment is required in advance.
  - b. **Full time extended commitment September 2024—June 2025:** Published daycare days during the last week in June are included in the full time extended tuition
  - c. **Full time extended 12 month commitment July 2024—June 2025:** Published daycare days during one of the last two weeks in August 2024, and the last week in June 2025 are included in the full time extended tuition.
- I understand Little Pals closes at 6:00 pm. Late arrivers will be charged at the rate of \$10.00 per 15 minutes.
- I understand that should I withdraw my child from Little Pals Preschool and Day Care that I must submit written notice one month in advance. Mid-month withdrawals will not be honored, and there will be no refund of tuition/ fees.

**By signing below I am enrolling my child \_\_\_\_\_ in Little Pals Preschool for the 2024-25 school year and agree to the above terms. I understand that I am liable for tuition for the 10 month period of September 2024– June 2025 and that the first month's tuition is due no later than June 7, 2024. The second month's tuition is due September 1, 2024 and the first of each month thereafter through May 1, 2025. This signed agreement, accompanied by the registration fee and then tuition as outlined above, holds a place for my child at Little Pals.**

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**

**FOR OFFICE USE:**  Days Registered for:

\$125 Registration Fee Paid

September 2024 Tuition: Check# /Cash/Date

Student Information Forms  Immunization /Physical form  Waiver  Emergency form  Copies of Parents' Driver's Licenses