



Welcome to Climax-Scotts Pre-K Three's Program!

Climax-Scotts Pre-K uses a developmental approach to teaching, taking in account that each child is a unique person with an individual pattern and timing of growth. The curriculum is also developed to provide continuity of care and assist children in transitioning from Pre-K threes' to Pre-K fours' and eventually into kindergarten.

Enrollment is open to any child who will be three by September 1st of the current school year.

Class Sessions Available

Monday - Thursday 8:35-11:25 with wrap around care available 6:45am-5:30pm*

Monday and Wednesday 8:35-11:25 with wrap around care available 6:45am-5:30pm*

Tuesday and Thursday 8:35-11:25 with wrap around care available 6:45am-5:30pm*

*At this time, we are offering a variety of classroom structures and will make decisions based on enrollment numbers. If classes do not have a minimum number of students they may have to be canceled. *We will make every effort to accommodate all those who register.* Class sizes will be limited to ensure a quality preschool experience and we will formalize our classes by the end of May.

How do I register for Climax-Scotts Pre-K Three's Class?

Pick up a Pre-K application packet and fill out completely. The application **and** required documents must be returned to Climax-Scotts Elementary. **Slots for 3-year-old classes will be awarded on a first-come, first-served basis** and children will be considered officially enrolled when a \$50 deposit and all application documents are received. This \$50 will be applied toward your child's annual tuition.

Your \$50 deposit will be applied to the last months of the preschool year.

Prices yet to be determined on wrap-around care.

Documents you will need for the application are:

- 1) Family income documented over 12 months (submit **a** or **b** along with any of the other following documents you may have received)
 - a. Last year's W-2 or Michigan Income Tax Return
 - b. Pay stub with a year-to-date listed or written statement from employer
 - c. TANF/child care reimbursement/food stamps
 - d. Social security/SSI statement
 - e. Unemployment statement
 - f. Child support/ alimony/pension statement

- 2) Birth Certificate (legal copy)
- 3) Health Appraisal, signed by physician within past year
- 4) Current immunization record

Why do I need to fill out an application?

All families who register for Pre-K three's may qualify for reduced tuition on a sliding fee scale based on household size and income. Eligibility cannot be determined unless all documents have been submitted. All information is kept confidential under FERPA law. Families who qualify will be expected to pay a portion of their child's tuition based on a ***sliding fee scale***. Families will be responsible for the co-payment directly to the program. If the co-payment is not paid, the Pre-K policy for nonpayment will be enforced. The family will be notified of the outcome of their application in writing and be asked to fill out a **Pre-K Tuition Contract** outlining their monthly payment. The Pre-K 3's tuition sliding fee scale ranges from \$30/month (67% discount) to \$90/month (0% discount) for nine months.

Payments and co-payments-

Checks should be made payable to Climax Scotts Community Schools with a note indicating preschool payment. Tuition payments are due on the first day of each month. *It is best to make payments directly to the elementary office to avoid lost or misdirected payments.* If full tuition payments are not received within fifteen days of their due date, your child may not be allowed to continue attending and his/her spot will be forfeited to the next person on our waiting list. Money is refundable only if the family moves out of the area or the child can no longer attend for medical reasons. Should extended vacations or absences occur the continued monthly payment will be due to hold a slot for your child.

Next Steps:

In August you will receive a letter inviting you to our Pre-K "Meet and Greet" before regular classes begin. At the "Meet and Greet" you and your child will have the opportunity to meet your Pre-K teachers and staff, visit the classroom and submit additional paperwork. The next step is a one-hour visit with the child's parent or guardian in the classroom with classmates for a brief run-through of the day.

Finally, we will have the first day of regular class, which usually begins the second full week of September. These steps help children become gradually more comfortable with this new environment.

Thank you for partnering with us,

Climax-Scotts Pre-K Team

Non-Discrimination Clause:

It is the policy of this district to not discriminate in our programs, activities, or services by race, color, national origin, sex, or disability. For questions, concerns, or to report any potential violation please contact Superintendent Newington at 372 S. Main St., Climax, MI doug.newington@cssschools.net, 269.746.2401